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INITIAL WORKPLAN

Swan River Youth Forest Camps

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INITIAL WORK PLAN

YOUTH FOREST CAMP WORK PROGRAM

Revised: _____

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June 1968

PREFACE

"In the case of a youth forest camp, a work program shall be provided by the Montana state forester, and shall be carried out with cooperation between the state forester and the camp superintendent." (Section 80-1412 R.C.M. 1947; enacted by Section 10, Chapter 320, Laws of 1967)

The published "Youth Forest Camp Work Program" consists of two volumes: an Operational Manual and the Initial Work Plan. The Operational Manual contains the specific policy, project specifications, administrative procedures and various descriptions of the program. The Initial Work Plan contains the job load of the staff and the description of the projects and training outline for the various crews. In combination with other appropriate manuals, these publications provide the policy, directions, procedures and job load for all State Forestry personnel for the work program to proceed in cooperation with the Swan River Youth Forest Camp.

GARETH C. MOON
STATE FORESTER

INITIAL WORK PLAN

YOUTH FOREST CAMP WORK PROGRAM

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OPERATIONAL POLICY STATEMENT

All personnel will give first consideration to training, safety and rehabilitation of crew members in all phases of the work and training program.

The Chief Youth Camp Forester has the responsibility to assure that the work programs assigned to the four work crews are carried out in accordance with approved methods and specifications safely with the proper tools. He may at times personally supervise crews; however, he will conduct regular inspections of the work projects of all crews.

It is expected that Youth Camp crews will, at times, assist the Swan Forest Supervisor or other district personnel in carrying out district work projects. Requests for such crews should be made in advance to allow proper balance and scheduling of the regular Youth Camp work projects. Except for fire suppression activities, all district personnel will coordinate their requests for such assistance through the Kalispell District State Forester.

It is further contemplated that the Swan Forest or other district personnel may be assigned as a supervisor for the Youth Camp crews at times when regular personnel may be on leave or ill. The Chief Youth Camp Forester will make all requests for such assistance to the District State Forester.

The Chief Youth Camp Forester and his staff will report on crew activity, attend counseling and other meetings with the Youth Camp's Superintendent (and his staff) as requested.

The Chief Youth Camp Forester is responsible to determine that all required reports, records and requisitions are forwarded to the District State Forester in the usual manner.

Work Projects for Youth Camp crews other than those in this plan must have prior approval by the District State Forester and the Operations Chief. However, in the protection of life, limb, or property, the Chief Youth Camp Forester may assign work not in the annual work plan without prior approval.

In this case, he will report his action to the District State Forester as soon as practical. The Chief Youth Camp Forester may adjust the master plan with specific day-to-day planning to conform with available equipment, supplies, and inclement weather.

SUPPLEMENT TO THE OFFICE OF THE STATE FORESTER WORK PLAN FY 1969

Following are additions to the Job Load of several positions as their work applies to the operation of our responsibility in the Youth Forest Camp.

FOREST MANAGEMENT SUPERVISOR

A. ADMINISTRATION:

1. Prepare specifications for Staff review for forest management projects to be completed by Youth Forest Camp crews.

2. Coordinate with the Forest Fire Protection Supervisor and CFM Supervisor in preparing the annual work plan for the Youth Forest Camp crews.

3. Determine right-of-way needs for work projects of Youth Forest Camp crews.

4. Act for the Deputy (Operations) as assigned which may include coordination of work projects assigned to the Youth Forest Camp crews, arranging for purchase of supplies and material requisitioned by the Kalispell District State Forester for the Youth Camp operations.

5. Become thoroughly familiar with the purposes and goals of the Youth Forest Camp and provide information to interested people which will be designed to make known the nature and scope of the activities of the Youth Forest Camp.

B. NORMAL PRODUCTION PROJECTS:

1. Coordinate the assignment of the Forest Management Staff personnel to assist the Chief Youth Camp Forester conduct training and orientation sessions.

2. Conduct field review of Title IV accomplishments made by Youth Forest Camp crews with S&PF, U. S. Forest Service.

3. Supervise the maintenance of the following records which reflect accomplishments of Youth Forest Camp crews:

   a. Section Record Cards

   b. Brush Disposal Records

   c. Rights-of-way

   d. Title IV Accomplishment report

4. Prepare plans for special use areas which will be developed using Youth Forest Camp Crews.

5. Inspect completed forestry projects performed by Youth Forest Camp crews for compliance with instructions for performance.

6. Make recommendations to the Deputy State Forester (Operations) for special work projects to be performed by Youth Forest Camp crews.

7. Coordinate the inspection of Youth Camp work projects with the Kalispell District State Forester and Chief Youth Camp Forester.

C. NEW PRODUCTION PROJECTS:

1. Determine tree seedlings needed to complete Youth Forest Camp crew reforestation projects and coordinate with the CFM Supervisor for their production and delivery.

2. Prepare lesson plans for training Youth Camp crews in forest dendrology, pathology, entomology, tree vigor, for submission to Deputy State Forester (FIS).

3. Plan -- conduct training sessions for Youth Camp personnel as requested by the Kalispell District State Forester.

D. SPECIAL PRODUCTION PROJECTS:

1. Obtain special use permit from U. S. Forest Service and Northern Pacific Railway Company for helispots to be constructed by Youth Camp crews.

2. Obtain authorization from Northern Pacific Railway for trails to be constructed by Youth Camp crews on the east side of the Swan River from the Goat Creek Station to Point Pleasant.

FOREST PROTECTION SUPERVISOR

A. ADMINISTRATION:

1. Prepare specifications for Staff review for Fire Control work projects to be completed by Youth Forest Camp crews.

2. Coordinate with the Forest Management Supervisor and CFM Supervisor in preparing the annual Work Plan for the Youth Forest Camp crews.

3. Coordinate the Fire Protection Program of the Youth Forest Camp crews between the Office of the CSF fire units and other recognized fire protection agencies.

4. Review requisitions submitted by the Kalispell District State Forester for fire prevention and protection materials needed for the Youth Forest Camp operation.

5. Supervise and coordinate with the Kalispell District State Forester concerning the Fire Prevention and Keep Montana Green Programs carried out by the Youth Camp crews.

6. Become thoroughly familiar with the purpose and goals of the Youth Forest Camp and provide information to interested people which will be designed to make known the nature and scope of the activities of the Youth Forest Camp.

7. Act for the Deputy (Operations) as assigned which may include coordination of work projects assigned to the Youth Forest Camp crews, arranging for purchase of supplies and material requisitioned by the Kalispell District State Forester for the Youth Camp operations.

B. NORMAL PRODUCTION PROJECTS:

1. Coordinate the assignment of the Fire Protection Staff personnel to assist the Chief Youth Camp Forester conduct training and orientation sessions.

2. Prepare lesson plans for fire training schools for Youth Camp personnel in Fire Control principles, methods, procedures and techniques, and submit to Deputy State Forester (FIS).

3. Plan and conduct the CM-2 review of the Youth Forest Camp operations with S&PF, U. S. Forest Service. Coordinate with Kalispell District State Forester and Chief Youth Camp Forester.

4. Conduct inspections of Fire Protection and suppression work projects, policies and procedures of the Youth Forest Camp as scheduled.

5. Serve as Fire Suppression Overhead for Youth Camp crews as required.

6. Review Youth Camp prescribed burning plans and coordinate times of burning with weather data.

7. Coordinate with Projects and Plans the development of fire equipment for use by the Youth Forest Camp crews.

8. Make recommendations to the Deputy State Forester (Operations) for special work projects to be performed by Youth Forest Camp crews.

9. Coordinate the inspection of Youth Camp work projects with the Kalispell District State Forester and Chief Youth Camp Forester.

D. SPECIAL PRODUCTION PROJECTS:

1. Conduct fire readiness inspection including training, tools, and equipment of Youth Forest Camp crews. (EDC 1 June 1969)

2. Conduct portions of fire training schools for Youth Camp personnel as requested by the Kalispell District State Forester.

COOPERATIVE FOREST MANAGEMENT SUPERVISOR

A. ADMINISTRATION:

1. Prepare specifications for Staff review for forest improvement and reforestation work projects to be completed by Youth Forest Camp crews.

2. Coordinate with the Forest Fire Protection Supervisor and the Forest Management Supervisor in preparing the annual work plan for the Youth Forest Camp crews.

3. Become thoroughly familiar with the purposes and goals of the Youth Forest Camp and provide information to interested people which will be designed to make known the nature and scope of the activities of the Youth Forest Camp.

4. Coordinate the production and delivery of forest tree seedlings needed to complete work projects assigned to the Youth Forest Camp crews.

B. NORMAL PRODUCTION PROJECTS:

1. Coordinate the assignment of the Cooperative Forest Management Staff personnel to assist the Chief Youth Camp Forester, and conduct training and orientation sessions.

2. Conduct inspections of Youth Forest Camp Work Projects as assigned.

3. Make recommendations to the Deputy State Forester (Operations) for special work projects to be performed by Youth Forest Camp crews.

4. Coordinate the inspection of Youth Camp work projects with the Kalispell District State Forester and Chief Youth Camp Forester.

C. NEW PRODUCTION PROJECTS:

1. Prepare lesson plans for training sessions for Youth Forest Camp crews in basic forest management practices including thinning, pruning, planting and soil conservation and submit to Deputy State Forester (FIS).

2. Conduct training sessions for Youth Camp personnel as requested by the Kalispell District State Forester.

KALISPELL DISTRICT STATE FORESTER

A. ADMINISTRATION:

1. Coordinate district work projects to make the best use of Youth Forest Camp crews and equipment to economically and safely carry out the district work plan.

2. Direct the preparation, maintenance and transmittal of reports required to be made by the Youth Forest Camp Staff.

3. Become thoroughly familiar with the purposes and goals of the Youth Forest Camp and provide information to interested people which will be designed to make known the nature and scope of the activities of the Youth Forest Camp.

B. NORMAL PRODUCTION PROJECTS:

1. Inspect Youth Forest Camp work projects for progress and compliance with instructions for the completion; also that they are conducted according to State laws, department rules and regulations.

2. Coordinate with the Deputy State Forester (Operations) projects to be added to the job load of the Youth Forest Camp crews and supervisors.

3. Coordinate with the Chief Youth Forest Camp Forester all requests for assistance of Youth Camp crews to complete district work projects.

4. Forward requests for supplies, material and equipment received from the Chief Youth Camp Forester.

5. Approve and coordinate annual leave of Youth Camp supervisory personnel with other district personnel.

6. Arrange for assignment of adequate supervision of Youth Camp crews while regular personnel are on sick or annual leave.

7. Participate in the annual CM-2 and Title IV review of the Youth Forest Camp work projects.

8. Review, prepare, transmit the following Youth Forest Camp reports as scheduled:

    a. Vehicle Report. (Weekly)

    b. Time Reports. (Monthly)

    c. Narrative accomplishment. (Monthly)

    d. Per Diem Claim. (Monthly)

    e. Application for Annual Leave. (See Administrative Manual)

    f. Temporary Payroll. (15th of Month)

    g. Progress Reports. (Slash & Title IV Monthly)

    h. Meal Record. (15th of month w/payroll)

    i. Other special reports. (As scheduled)

9. Inspect to insure that all Youth Forest Camp tools and equipment, procedures and plans and personnel training are ready for Fire Suppression.

    a. Tools, Vehicles, Buildings, etc.

    b. Napa Lookout

    c. Roads and Trails

    d. Fire Schools

    e. Communications

10. Prepare and submit timely news articles to the local newspapers, radio and TV stations on the progress being made in training and work accomplishment of Youth Forest Camp crews.

11. Coordinate the Fire Prevention and Suppression activities of the Youth Camp crews with district and other protection agency programs.

12. Initiate -- forward recommendations to the Operation Staff for work projects to be included in the Youth Forest Camp annual plan of work.

13. Conduct -- request Operation Staff for assistance to conduct training and orientation sessions for Youth Forest Camp crews.

14. Make recommendations to the Deputy State Forester (Operations) for special work projects to be performed by Youth Forest Camp crews.

15. Coordinate the inspection of Youth Camp work projects with the Chief Youth Camp Forester.

SWAN STATE FOREST SUPERVISOR

A. ADMINISTRATION:

1. Coordinate State Forest Work projects with the Chief Youth Forest Camp Forester to make the best use of manpower and equipment to economically and safely carry out assigned work; also in matters pertaining to policies and general work plans.

2. Coordinate with the Chief Youth Forest Camp Forester on the purchase of supplies and equipment necessary to carry out mutual work projects to avoid duplication.

3. Coordinate with the Chief Youth Camp Forester and the District State Forester in preparing the annual work plan for the Swan River State Forest.

4. Become thoroughly familiar with the purpose and goals of the Youth Forest Camp and provide information to interested people which will be designed to make known the nature and scope of the activities of the Youth Forest Camp.

B. NORMAL PRODUCTION PROJECTS:

1. Except for Fire Suppression activities request from the District State Forester assistance of Youth Camp crews to complete forest work projects.

2. Assist the Chief Youth Camp Forester conduct training and orientation sessions as requested by the District State Forester.

3. Supervise work projects of Youth Forest Camp crews when regular personnel are sick or on annual leave as assigned by the District State Forester.

C. NEW PRODUCTION PROJECT:

Train and supervise the Youth Camp clerical crew assigned to the forest. This includes the maintenance and preparation of regular forest reports, forest communications including radio, telephone and memorandums, preparation of maps and plans, fire danger ratings and reports and all prevention and pre-suppression activities normally carried out by a clerical crew.

D. SPECIAL PRODUCTION PROJECT:

Locate and mark a proposed recreation trail on the east side of the Swan River from the Goat Creek Station to Point Pleasant. The trail location should be inspected at times of high water and in the winter to determine the suitability of the location for year round use. A plan of the exact location is then to be prepared and forwarded through the District State Forester to the Forest Management Supervisor who will obtain the necessary right-of-way.

(Rev. June 1968)

KALISPELL DISTRICT

YOUTH FOREST CAMP OPERATIONS

THIS IS THE JOB LOAD OF THE CHIEF YOUTH CAMP FORESTER AND STAFF F. Y. 1969

A. ADMINISTRATION:

1. Refer to the General Administrative tasks (applicable to all divisions/districts/functions/positions) listed in the front of this plan. In addition, certain details are elaborated in the Administrative Manual, Objectives and Policy Manual, etc. Specific details for the job appear in the YFC Operational Manual and Work Plan, Fire Control Guidelines, Hazard Reduction and Management Guidelines and other current plans.

2. Coordinate/perform work projects with the Swan Forest Supervisor and YFC Superintendent to make the best use of manpower and equipment to safely and economically carry out the Annual Work Plan for the Youth Forest Camp and the Swan State Forest.

3. Maintain discipline of Staff. Report employee performance.

4. Maintain discipline and security to the degree required by the Superintendent of the Youth Camp to minimize the possibility of enrollees taking unauthorized leave. Also to assure the orderly, safe and businesslike completion of work projects.

5. Report the absence of crew members to the Superintendent of the Youth Camp. Report performance, conduct or attitudes of Youth Camp enrollees as required or necessary. The Chief Youth Camp Forester will attend counseling and other meetings with the Youth Camp Superintendent or his staff as requested.

6. The Chief Youth Camp Forester is responsible to determine that all required reports, records and requisitions are forwarded to the District State Forester in the usual manner.

7. The Chief Youth Camp Forester may request supervisory personnel to temporarily replace regular personnel who may be on leave or ill. All requests for such assistance will be made to the District State Forester.

8. The Chief Youth Camp Forester may request other department personnel to put on and instruct special schools and training sessions. All requests for such assistance will be made to the District State Forester.

9. The Chief Youth Camp Forester will make crews available to the Swan State Forest Supervisor or other district personnel for special work projects as requested by the District State Forester.

B. NORMAL PRODUCTION PROJECTS:

1. Prepare written work assignments for all personnel assigned to the Youth Camp crews each month, to be completed by the 25th of the month prior to the month in which the project will be carried out.

2. Provide supervision to staff and crews to assure work projects are carried out with the approved methods, procedures, tools and safety.

3. Arrange for training of staff and crews in proper use of tools and equipment, procedures to complete work projects.

4. Record time in man days or man hours spent on each project on project plan.

5. Chief Youth Camp Forester and Camp Superintendent will select and assign 2-man clerical crew to the Supervisor, Swan State Forest and a 2-man clerical crew to camp office for clerical training and performing clerical duties.

6. Supervise Youth Camp Forester, Foremen, and crews in carrying out normal (reoccurring) assigned projects listed in the INITIAL WORK PLAN. (YOUTH FOREST CAMP WORK PROGRAM) Work Projects for Youth Camp crews other than those in this plan must have prior approval by the District State Forester and the Operations Chief. However, in the protection of life, limb, or property, the Chief Youth Camp Forester may assign work not in the annual work plan without prior approval. In this case, he will report his action to the District State Forester as soon as practical. The Chief Youth Camp Forester may adjust the master plan with specific day-to-day planning to conform with available equipment, supplies, and inclement weather.

7. Training Youth Camp Crews - Chief Youth Camp Forester will arrange through the District State Forester, for Department and "outside" Instructors to put on the following training schools:

   a) Use of fire suppression tools
   b) Job safety and first aid
   c) Use of power equipment
   d) Principles of fire suppression

e) Hot Shot Fire Crew
f) Mountain Rescue Squad
g) Hunter Safety
h) Forest Management
i) Special Landscaping
j) Other subjects as appropriate

8. Coordinate with the Swan State Forest Supervisor in the suppression of fires occurring on the unit involving Youth Forest Camp Crews.

9. Coordinate requests for use of YFC crews to carry out district work projects. Requests of use of crews should be made in advance to allow proper balance and scheduling of regular Youth Camp work crews.

10. Inspect work projects in progress or completed by Youth Camp crews.

11. Inspect to insure that Youth Forest Camp tools and equipment procedures and personnel training are ready for fire suppression.(EDC 1 July)

12. Maintain safety checks on vehicles.

13. Requisition necessary tools, supplies and equipment for the operation of the Youth Forest Camp crews.

14. Review/prepare and transmit the following reports as scheduled.

a) Vehicle reports (Weekly)
b) Time reports (Monthly)
c) Narrative report to Kalispell District Forester
d) Per diem claim (Monthly)
e) Application for annual leave.
f) Progress reports (Slash and Title IV monthly)
g) Other special reports

C. NEW PRODUCTION PROJECTS:

(See No. 6 Normal or Special Production Projects)

D. SPECIAL PRODUCTION PROJECTS:

Supervise Youth Camp Forester, Foremen, and crews in carrying out special (one time) assigned projects listed in the INITIAL WORK PLAN. Work Projects for Youth Camp crews other than those in this plan must have prior approval by the District State Forester and the Operations Chief. However, in the protection of life, limb, or property, the Chief Youth Camp Forester may assign work not in the annual work plan without prior approval. In this case, he will report his action to the District State Forester as soon as practical. The Chief Youth Camp Forester may adjust the master plan with specific day-to-day planning to conform with available equipment, supplies, and inclement weather.

E. MAINTENANCE:

1. Maintain security of State property assigned including buildings, vehicles, tools, equipment and supplies. Report loss, theft or damage to immediate supervisor and/or civil authorities as indicated.

2. Supervise/coordinate/perform all necessary maintenance of vehicles, equipment, buildings, and facilities assigned.

F. MEETINGS:

(No special meetings scheduled now)

G. TRAINING:

1. Miles City Industrial School "field trip." (Completed Spring 1969)

2. Law Enforcement.

3. Slash training.

4. First Aid Refresher.

5. Fire Weather School.

6. Chief Forester and Staff to inspect Washington State Youth Camp. (Completed Spring 1969)

TRAINING OUTLINES

To permit each enrollee of the Swan River Youth Forest Camp to develop an appreciation for the work program provided by the State Forester, to feel that he knows where he fits into a worthwhile program, and to teach him how to do his job safely and skillfully, each will be provided basic training in:

(1) Work Program Orientation

(2) Job Safety (Incorporated in all instructions)

(3) Basic Tools and Equipment

(4) Standard Red Cross First Aid and Self-Help Training

(5) Forest Fire Control

(6) Tree, plant identification

(7) Hunter safety

(8) Driver & defensive driving training

(9) Animal identification

Special job and safety training will be provided as it applies to these work crew assignments:

FOREST IMPROVEMENT CREW
- (a) Tools, Equipment and Job Safety
- (b) Timber Management, Thinning
- (c) Timber Management, Planting
- (d) Prescribed Burning
- (e) Road Maintenance
- (f) Trail Construction and Maintenance
- (g) Chainsaw

LANDSCAPE AND CAMPGROUND MAINTENANCE CREW
- (a) Landscape and Campgrcund maintenance training
- (b) All training outlined under Forest Improvement Crew

CARPENTER AND BUILDING MAINTENANCE CREW
- (a) Basic Tools, Equipment and Job Safety
- (b) Carpentry and use of power tools including painting and staining.
- (c) Chainsaw

CLERICAL CREW

Clerical including office machines

HOT SHOT FIRE CREW

Intensive fire fighting including pumps and heavy equipment

MOUNTAIN RESCUE CREW

Advanced rescue work including traffic control.

WORK PROGRAM ORIENTATION TRAINING OUTLINE

A. INTRODUCTION OF STATE FORESTRY DEPARTMENT

Identify and generalize responsibilities of the Office of State Forester.

B. ORGANIZATION INCLUDING BOARD OF FORESTRY & STATE BOARD OF LAND COMMISSIONERS.

C. SPECIFICATIONS AND GOALS OF THE STATE FORESTER.

D. ORGANIZATION OF THE SWAN RIVER STATE FOREST.

E. ARMS AND GOALS OF THE STATE FORESTER AS THEY APPLY TO SWAN RIVER STATE FOREST.

F. STUDY OF SWAN RIVER STATE FOREST MAP.

Include basic map reading.

BASIC TOOLS AND EQUIPMENT TRAINING OUTLINE

A. ORIENTATION:

Identification of tools:

Axe (double-bit)	Weed Cutters
Pulaskis	Rake
Hatchet or belt axe	Shovel
Hammer	File
Single jack	Hard hat
Mall	Gloves
Hand saw	Safety glasses
Bow saw	Safety shoes

B. SAFETY:

1. Hazardous features of each tool.
2. Protection against injury while using.
3. Protection against injury while carrying or transporting.
4. Proper storage.
5. Proper clothing:
   a) Hard hat, safety glasses.
   b) Shirt, pants, jacket.
   c) Safety shoes, boots.
   d) Gloves, chaps, foot and leg guards.

C. USE OF HAND TOOLS:

Guiding principles.

D. CARE OF HAND TOOLS:

Proper maintenance.

E. VEHICLE TRANSPORTATION OF ENROLLEES, TOOLS AND EQUIPMENT.

F. CLEANING OF TOOLS.

G. STORAGE OF TOOLS.

FIRST AID TRAINING OUTLINE

A. FIRST AID
(As outlined in the Red Cross First Aid Handbook).

1) First Aid - Its need and its use.

2) Anatomy and psychology of the body.

3) Dressings and bandages.

4) Wounds.

5) Shock.

6) Wounds requiring additional consideration.

7) Artificial respiration.

8) Injuries to bones, joints and muscles.

9) Injuries due to heat and cold.

10) Poisons.

11) Unconsciousness.

12) Common emergencies.

13) Transportation.

B. MEDICAL SELF HELP TRAINING COURSE

(As prescribed by the Public Health Service and Civil Defense).

FIREFIGHTING TRAINING OUTLINE

A. INTRODUCTION:

a) Why we suppress forest fires.
b) How we suppress forest fires.
c) Causes of forest fires.
d) Kinds of fires.

B. FOREST FIRE PREVENTION:

a) Education and PR.
b) Removal of hazards.
c) Law enforcement.

C. FOREST FIRE CONTROL:

a) Detection
b) Presuppression
   Training and equipment
c) Suppression
d) Mop-up

D. USE AND PURPOSE:

1. Shovel:

a) How to use.
b) Use of leverage.
c) Digging, scraping, cutting, cleaning.
d) How to throw dirt.
e) Position when not in use.
f) Sharpening and care.

2. Axe:

a) How to use.
b) One side sharp.
c) Limbing, felling, chopping.
d) How to carry.
e) Position when not in use.
f) Sharpening and care.

3. Pulaski:

a) How to use.
b) Digging, scraping, cutting, mop-up.
c) How to carry.
d) Position when not in use.
e) Sharpening and care.

4. Crosscut saw:

   a) How to use.
   b) Bucking, felling.
   c) Accessories.
   d) How to carry.
   e) Position when not in use.
   f) Sharpening and care.

5. McLeod Tool:

   a) How to use.
   b) Scraping, digging.
   c) How to carry.
   d) Position when not in use.
   e) Sharpening and care.

E. DANGEROUS TOOLS:

1. Pulaski:

   a) Loose head.
   b) Condemned tool.
   c) Rough or painted handle.
   d) Split handle.
   e) Dull.

2. Axe:

   a) Loose head.
   b) Condemned tool.
   c) Rough or painted handle.
   d) Split handle.
   e) Dull.

3. Shovel:

   a) Rough, painted or split handle
   b) Dull blade.
   c) Bent or broken blade.

F. MOVIE:

   Sharp as a Razor.

BASIC TREE, SHRUB AND GRASS IDENTIFICATION TRAINING OUTLINE

A. PURPOSE - To familiarize the students with the basic classification and identification of the trees, shrubs, grasses and related plants native to the Swan Valley. Identification would include but would not be limited to the important commercial tree species found in the Swan as well as the shrubs that are important browse for wildlife and grasses and forbs important as forage for livestock. The method of instruction should include classroom and field identification.

B. CLASSIFICATION OF PLANTS - A basic study of how plants are classified into genus and species. Also an understanding of the taxonomy of plants; how and why they are named.

C. BASIC PLANT IDENTIFICATION OUTLINE - (include major identifying characteristics of the genus and species).

Trees and Shrubs

a. Hardwoods - net veined (usually deciduous)

1. Cottonwoods
2. Aspen
3. Birch
4. Alder
5. Willows
6. Mountain maple
7. Mountain ash
8. Dogwood
9. Ceanothus (Red stem & evergreen)
10. Sarvis Berry
11. Elderberry
12. Snowberry
13. Wild rose
14. Wild currants
15. Wild gooseberry
16. Huckleberry
17. Thimbleberry
18. Oregon Grape
19. Kinnikinnick
20. Nine bark

b. Softwoods - Needle leaved (conifers)

1. Ponderosa pine
2. Lodgepole pine
3. Idaho white pine
4. Douglas-fir
5. Western larch
6. Western red cedar
7. Alpine fir
8. Grand fir
9. White bark pine
10. Western hemlock
11. Rocky Mountain juniper
12. Common juniper
13. Pacific yew

c. Grasses, forbs and sedges

1. Native blue grass
2. Western wheat grass
3. Rough fescue
4. Pine grass
5. Timothy
6. Red top
7. Elk sedge
8. Wild rye
9. Cheat brome
10. Bear grass
11. Geranium
12. Lupin
13. Larkspur
14. Wild strawberry
15. Fire weed
16. Indian Paint Brush
17. Wild onion
18. Nettles
19. Horsetail
20. Daisy

d. Preparation - A mounted collection of samples showing stems, leaves, fruit and flowers for classroom instruction will be necessary.

HUNTER SAFETY TRAINING OUTLINE

A. PURPOSE:

Under Montana law, anyone under 18 must take and pass the hunter safety course in order to purchase a resident hunting license. Even though a youth at the camp does not plan to hunt, it is still recommended that he take this course as he will be working in the woods during hunting season.

B. SCOPE OF INSTRUCTION:

The course includes the basic core of safe gun handling as well as instruction in first aid, survival techniques, game identification, field care of big game, and landowner-sportsman relations. The primary purpose of this course is to teach safety. Normally the course is taught in 5 classes of 2 hours each, a minimum total of 10 hours. Additional films and film strips are available to augment the instruction. Requests for films (from Helena office of Fish and Game) must be made well in advance.

C. REQUIREMENTS:

In order to pass the hunter safety course, the student must: 1) attend all class sessions, 2) pass the written examination with a grade of 80 or higher, and 3) satisfy the instructor as to his ability and attitude. With reference to this last, even if the enrollee attends every class and passes the test, he will not be certified unless his instructor is satisfied that he is a safe gun handler.

D. INSTRUCTORS:

The Montana hunter safety course is taught by volunteer instructors who give freely of their time and talents to promote safety in Montana. They put many hours into this program and receive no pay. Arrangements for instructors will be made through the Kalispell District State Forester and through the Kalispell District of the State Fish and Game. Qualification of a local instructor may be desirable.

Form MHS-5

STATE OF MONTANA FISH AND GAME DEPARTMENT
Water and Hunter Safety Section
CERTIFICATE OF COMPETENCY

Print or Type Full Name CARLISLE (Last Name) John (First Name) F. (Middle Initial)

Address 17 OAK STREET (Number and Street)

City & State HAMPTON, MONTANA

Boy ☒ Girl ☐ Age 17 Date of Birth Mo. 4 Day 12 Year 50

This is to certify that John F. Carlisle has completed the prescribed course of instruction in the safe handling of firearms to qualify for a Montana Hunting License

Date May 1 1964 Jack R. Hoadley (Instructor's Signature)

I hereby agree to conduct myself as a true sportsman. I will always: (1) TREAT every gun as if it were LOADED, (2) POINT the gun in a SAFE direction; (3) Make CERTAIN of my target before shooting. John F. Carlisle (Student's Signature)

WARNING. Retain this Certificate of Competency until 18 years of age

Instructions: Display this Certificate to License Agent to obtain a hunting license. License Agent must return Certificate to holder.

Director

Not valid unless signed and officially stamped

It shall be unlawful for any parent, guardian or other person, having charge or custody of any minor child under the age of fourteen years, to permit such minor child to carry or use any firearms of any description loaded with powder and lead, in public, except when such child is in the company of such parent or guardian, or under the supervision of a qualified firearms safety instructor, who has been duly authorized by such parent or guardian. 94-3580. LIABILITY OF PARENT OR GUARDIAN. Any parent, guardian, or other person, violating the provisions of this act shall be guilty of a misdemeanor, and the county attorney, on complaint of any person, must prosecute violations of this act. EVEN THOUGH A YOUNGSTER HAS A CERTIFICATE OF COMPETENCY THIS DOES NOT EXEMPT HIM FROM THE ABOVE PROVISIONS.

Young hunters have more need of models than of critics. They naturally acquire habits of the adults with whom they hunt. Safe handling of firearms can be taught effectively, but safe habits are acquired through actual experience.

Parents can teach more than safe handling of firearms. The youngster should be tutored in good hunter-landowner relations. Remember, it is a privilege, not a right to go upon private property. Ask permission to hunt and recognize the landowner's problems.

COMMANDMENTS OF SAFETY

Treat every gun with the respect due a loaded gun. This is the first rule of gun safety.

Guns carried into camp or home, or when otherwise not in use, must always be unloaded, and taken down or have actions open; guns always should be carried in cases to the shooting area.

Always be sure barrel and action are clear of obstructions, and that you have only ammunition of the proper size for the gun you are carrying. Remove oil and grease from chamber before firing.

Always carry your gun so that you can **control the direction of the muzzle, even if you stumble;** keep the safety on until you are ready to shoot.

Be sure of your target before you pull the trigger; know the identifying features of the game you intend to hunt.

Never point a gun at anything you do not want to shoot; avoid all horseplay while handling a gun.

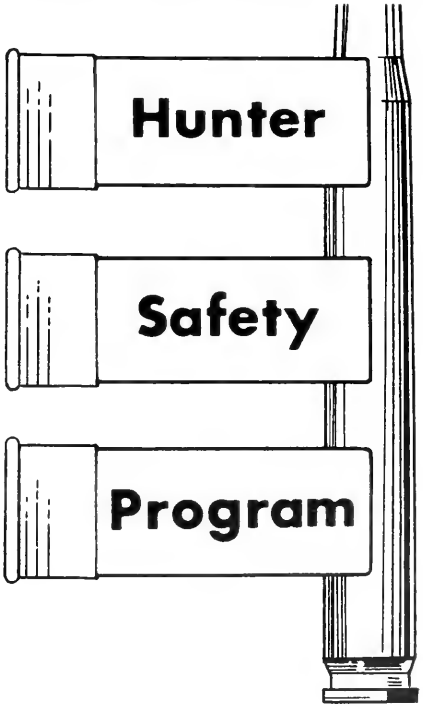
Unattended guns should be unloaded; guns and ammunition should be stored separately beyond reach of children and careless adults.

Never climb a tree or fence or jump a ditch with a loaded gun; never pull a gun toward you by the muzzle.

Never shoot a bullet at a flat, hard surface or the surface of water; when at target practice, be sure your backstop is adequate.

Avoid alcoholic drinks before or during shooting.

MONTANA FISH & GAME DEPARTMENT
Helena, Montana 59601



MONTANA FISH AND GAME DEPARTMENT

INFORMATION BULLETIN

requires that "on and after January 1, 1964, no hunting licenses shall be issued to any resident person under the age of eighteen (18) years unless he presents to the person authorized to issue such license a certificate of competency as provided by this section.

The Department of Fish and Game shall provide for a course of instruction in the safe handling of firearms and for the purpose may cooperate with any reputable association or organization having as one of its objectives the promotion of safety in the handling of firearms."

Montana youths under eighteen years old must take Fish and Game approved hunter safety training if they intend to hunt any game animals or birds in Montana. Those who pass the course will be given a Montana Certificate of Competency which will enable them to purchase a Montana resident hunting license.

A resident age 12 through 17 must present **in person** his Certificate of Competency to the license agent; otherwise, the license cannot be issued to him.

All youngsters may attend hunter safety classes regardless of their ages; but only those eleven years old or older will be given Certificates of Competency.

Although adults are not required by law to take this training, they are welcome to attend classes if they so desire. In many areas, special adult classes are offered.

Contact your local chief instructor or state game warden for information on the program in your area.

A student application form may be secured from Fish and Game district offices in Kalispell, Missoula, Great Falls, Bozeman, Glasgow, Billings or Miles City, or from the Helena office. The application may also be obtained from chief instructors.

Announcements of times and locations of classes are made in newspapers, on radio and on TV.

No one will be allowed to enroll without his parents having signed permission on the student application.

Students and parents must be considerate toward volunteer instructors who receive no pay for their efforts. Their only reward is the satisfaction of helping some youngster to be a safe and well-trained hunter. Classes are taught at the volunteer instructor's convenience—not at the student's whim. Be sure to enroll whenever the course is offered. DO NOT WAIT UNTIL THE LAST DAY BEFORE HUNTING SEASON. If you do, you will not go game hunting this season. Be punctual and attend all classes.

Instructors have passed a rigid examination and have been screened and officially approved by the Montana Fish and Game Department. They are qualified in hunter safety and field survival training. They undergo a great deal of preparation and expense to present the Montana course of instruction to youngsters.

Students will have classes locally but in a variety of places depending upon arrangements made by the instructor. Instruction may be in a school, armory, civic clubroom, instructor's home, etc. The meetings are generally weekly, but might be more or less often depending on the instructor and students. When the opportunity arises every attempt should be made to take the training and no session should be missed. After successfully completing the training, it takes several days before the youth receives his certificate from the Hunter Safety Section Office in Helena.

NOTE: Further information and duplicate certificates may be obtained by writing to the Hunter Safety Section, Montana Fish and Game Department, Helena, Montana.

Arms and Amunition Types, uses, care, and storage—Anyone who handles a gun must understand the safe mechanical operation of firearms.

Proper Gun Handling Transportation of firearms in the field and care in the home—The proper handling of firearms is especially important in safety.

Hunter Responsibility Game laws, attitude and sportsmanship, farmer-sportsmen relationship, improper targets, personal safeguards, and first aid—Each individual must be taught to accept the responsibilities that go with the use of a gun.

Hunting Tips and Techniques Game laws, game identification, preparation for the hunt, equipment, game signs and hunting—Enjoyment of hunting is heightened through proper use of acquired skills. This training reduces trial and error learning for the beginners.

Survival Training Proper hunting gear, avoiding getting lost and dangers from getting lost, avoiding accidental injury from non-firearms accidents, field trips.

Optional Range Shooting Positions and form, range procedure, firing practice—For safety and to prevent game waste, a reasonable amount of shooting accuracy is required. With fundamentals, marksmanship can be quickly improved. This is urged where facilities are available.

Testing Instructor observation, student performance and a written examination—Many things contribute to the make-up of a safe well-rounded hunter. The course tries to touch on them all and in many cases exceeds the minimum time requirements. The scope of the program is very broad and proper participation has a bearing on its results.

THE INSTRUCTOR'S INSIGNIA

VEHICLE OPERATION TRAINING OUTLINE

A. PURPOSE:

To train enrollees as efficient and competent automobile and truck drivers.

B. THE VEHICLE:

1. Engine.
2. Chasis, wheels, tires.
3. Body.
4. Controls
   a) Starting - how engine is started, clutch.
   b) Stopping - brakes.
   c) Steering - steering wheel.
   d) Indicators.

C. MAINTENANCE:

1. Oil and grease.
2. Radiator.
3. Tires--air pressure; changing.
4. Cleaning.

D. DRIVING REGULATIONS:

(Include Defensive Driving) (See Montana Driver's Manual - Highway Patrol)

E. DEPARTMENT POLICIES:

(See Vehicle Extract of Administrative Manual)

TRAINING OUTLINE - IDENTIFICATION OF WILD ANIMALS, BIRDS AND FISH FOUND ON THE SWAN AREA

A. PURPOSE - To acquaint YFC enrollees with species of wild animals, birds and fish found on the Swan area. Also includes importance of animals and birds in forest ecology. The instructions would include classroom and field identification.

B. CLASSIFICATION OF ANIMALS, BIRDS AND FISH - A basic study of how each are classified into genus and species. Also an understanding of the taxonomy. How vertebrates are classified and named.

C. BASIC IDENTIFICATION OUTLINE -

1. Animals

a. Grizzly Bear
b. Black Bear
c. Elk
d. Mule Deer
e. Whitetail
f. Mountain Lion
g. Bobcat
h. Canadian Lynx
i. Coyote
j. Skunk
k. Badger
l. Beaver
m. Muskrat
n. Porcupine
o. Pine Squirrel
p. Columbia Ground Squirrel
q. Chipmunk
r. Deer Mouse
s. Field Mouse
t. Snowshoe Rabbit
u. Cottontail

2. Birds

a. Swan
b. Canada Goose
c. Snowgoose
d. Mallard Duck
e. Merganser
f. Teal
g. Bald Eagle
h. Golden Eagle
i. Goshawk
j. Sparrow Hawk
k. Blue Grouse
l. Franklin Grouse
m. Ruffed Grouse
n. Woodpecker
o. Flicker
p. Canada Jay
q. Raven
r. Tanager
s. Robin
t. Meadowlark

3. Fish

a. Bull Trout
b. Rainbow
c. Native Cutthroat
d. Yellowstone Cutthroat
e. Eastern Brook
f. Kokanee Salmon
g. Grayling
h. Large Mouth Bass
i. Whitefish
j. Sucker
k. Peamouth
l. Perch

D. PREPARATION - Prepare visual aids for classroom instructions on identification of animals, birds and fish.

TOOLS, EQUIPMENT AND JOB SAFETY TRAINING OUTLINE

A. ORIENTATION:

1. Identification of tools:

Axe (double bit)	Weed cutters
Pulaskis	Rake
Hatchet	Shovel
Hammer	File
Single Jack	Hard hat
Mall	Gloves
Hand saw	Glasses
Bow saw	Shoes

2. Purpose (use of each tool)

3. How developed.

B. SAFETY:

1. Check and point out hazardous feature.

2. Explain, show how to protect against injury while using.

3. Explain, show how to protect against injury while carrying or transporting.

4. How to protect in storage.

C. PROPER CLOTHING:

1. Suitable shirt and pants; snug fitting clothes; cuffless, snag proof, tear resistant; gloves; long-sleeved shirt.

2. Work shoes or boots - laced and tied, non-skid soles; safety toe.

3. Gloves, chaps, foot and leg guards.

4. Hard hat. Always wear on job. Headband and hammock adjusted to fit snugly with an air space of ½" or more between head and top of crown of hat.

D. USE OF HANDTOOLS:

1. Guiding Principles:

a. The right tool shall be selected for the job.
b. It shall be in good condition.
c. It shall be used correctly--for its intended purpose only.
d. It shall be kept in a safe place, both on the job and in storage.

2. Shovel:

   a. Demonstrate use of shovel--don't let foot slip off sharp corner.
   b. Stand or lay shovel down (point down) when not in use.

3. Chopping tools - axes, hatchets, pulaskis:

   a. Sharp-edged tools shall be guarded and sheathed when carried to and from the job.
   b. When carrying tools, workers shall stay at least six feet apart, with tools on downhill side.
   c. When using hand tools, workers shall keep at least ten feet from other workers.
   d. When not in use, tools shall be placed against bank, on log, stood or lain down in plain sight, with sharp edge down.
   e. Workers shall not throw tools nor use them in such a way that anyone can be injured.

4. Hammer, single jack, mall:

   a. Hold nails being driven just under the head and not at the bow.
   b. When driving a large bar, other workers shall hold it with tongs rather than with his hand.
   c. A mall shall be harder than the steel object to be struck.

E. CARE OF TOOLS:

1. Maintenance:

   a. Tools shall be ground to safe bevel. Grind slowly toward cutting edge to preserve temper.
   b. Tool shall be placed in secure position during filing. Use handstone to finish after filing.
   c. Axes and hatchets that are excessively round cornered shall be condemned.
   d. Keep handles smooth, tight, and in good repair.

2. Chopping tools:

   a. When carrying unsheathed chopping tools, handle shall be grasped close to hand, with blade parallel with leg, at arm's length and free from body. Never carry on shoulder. Carry on downhill side.
   b. Be sure footing is firm.
   c. Always chop away from feet, legs and body. Stand in such a way that, if tool glances, it cannot strike feet or legs.
   d. Enrollee shall:

      1) Remove underbrush that might interfere with chopping.

2) Remove overhead branches tool might hit.

3) Chop only in a natural position where there is sufficient clearance to swing the tool. Never chop cross-handed.

4) Guard against chips hitting the eyes.

5) Use special care when working on a hillside.

6) Watch out for spring when cutting a sapling that is bound down; cut from underneath. Watch for sudden breakage in brittle wood.

e. Chopping tools shall not be used as wedges or to drive metal wedges or stakes.
f. Two men shall not chop together on a tree.
g. When grubbing with a pulaski roots should be cut rather than pulled out.
h. When chopping limbs from a felled tree, axe men should stand on the opposite side from the limb being chopped, cutting toward the top of the tree.
i. Feet shall not be used to hold material being chopped.
j. On chopping jobs, special foot and skin protectors such as non-skid, steel-capped shoes and skin guards, should be used.

3. Handsaws:

a. First cut of handsaw should be made toward you to avoid cutting hand. Guide with thumb placed over teeth of saw.

4. Bow Saws:

a. When inserting a blade in a bow saw frame, workers shall keep hands and fingers in the clear when the tension lever snaps into or against the saw frame.
b. When removing a bow saw blade from the frame, operator shall stay clear of blade.
c. Bow saws shall be carried over shoulder--blade to the rear.

5. Files:

a. Files shall have a handle.
b. Knuckle guard should be used for filing against cutting edge.
c. File shall be kept free of oil and grease. Discard files with hard spots.
d. Condemn a dull file and one with bent tong.

6. Shovels:

   a. Shovel should be kept sharp.
   b. It should not be used as a pry bar.
   c. Legs should be used as a fulcrum.

7. Truck driving:

   a. Every truck and pickup used for transporting enrollees shall have:

      1) Sufficiently high and strong guardrail to prevent falls.

      2) Seats anchored to vehicle bed.

      3) Substantial steps or end gate for loading and unloading. Rear bumper can serve as step on pickup.

      4) The exhaust system shall be arranged to prevent exhaust fumes being drawn into passenger area.

   b. Men and tools or supplies shall be handed together only when:

      1) Tools are enclosed in a substantial tool box attached to the bed and equipped with securely fastened cover.

      2) In emergency, tools are wrapped in canvas or other material and lashed to the truck.

      3) Supplies are securely lashed to truck.

   c. In no case shall passengers ride on top of a load of supplies.
   d. No passengers shall be carried in the body of a truck carrying explosives or toxic or flammable substance, except that gasoline in safety cans may be carried with passengers if put in tool boxes or fastened to prevent movement.
   e. The driver or foreman in charge shall be sure all persons are seated and end gates shall be in place before vehicle starts.
   f. Passenger shall ride only in cab or body of motor vehicles. This means --

      1) Arms and legs inside racks and/or ends of truck body.

2) Everybody seated while vehicle is in motion.

3) No riding on hood, fender, or running board.

g. Dump truck drivers shall:

1) Be sure hoist control mechanism cannot be accidentally engaged when hauling men or supplies.

2) Always get out of truck when it is being loaded.

3) Only dump truck driver or dump bosses shall trip the tailgate, and then only after truck has been brought to full stop.

F. CLEANING OF TOOLS:

1. Washing tools:

a. Tools shall not be put away dirty.
b. Tools must be cleaned with proper material.

2. Scraping:

a. Use scrapers, paddles, spatulas, to scrape tools.

3. Chemical, detergents:

a. Do not use gasoline to clean tools.
b. Use cleaning solvents where proper.

G. STORAGE OF TOOLS:

Store tools in proper racks or containers.

TIMBER MANAGEMENT THINNING TRAINING OUTLINE

Tools: Axe, Bow saw, Sandvik tool, Pruning saw, Chainsaw, Chain Bow Saw.

A. PURPOSE OF THINNING:

Explain (permits more rapid growth of remaining trees)

B. SAFETY:

1. Enrollees must have been trained in use of tools they will be using. Remind of safety.
2. Crew members must not be permitted to work too close together.
3. Thinned material ordinarily should be felled toward area already thinned - to permit safer footing for workers.

C. PROGRAM:

1. Selection of thinning sites.
2. Protection from fire and livestock damage.
3. Dangers of insect damage.
4. Sample marked area will be guides.
5. Other trees will be cut within six inches of the ground or as directed. (Trees must be completely severed from the stump).
6. Hazard Reduction procedures.

(Refer to Thinning Specifications for further details)

TIMBER MANAGEMENT PLANTING TRAINING OUTLINE

Tools: Planting bars, Planting mattocks.

Safety: Proper spacing, no horseplay.

A. PURPOSE OF PLANTING:

Explain (to insure reestablishment of the stand, proper species)

B. PREPARATION OF THE AREA:

1. May need no other treatment.
2. May need treatment to reduce competition.

C. ARRIVAL AND CARE OF PLANTING STOCK:

a) Keep moist.

b) Do not allow air to dry out hair rootlets.

D. CARRYING SEEDLING TREES DURING PLANTING OPERATION:

Planting bag.

E. USE OF PLANTING TOOLS:

1. Plant trees proper depth with plenty of root room.
2. Compress soil to eliminate air pockets about roots.
3. Proper spacing.

F. USE OF MACHINES (under special conditions)

G. PLANTING PROCEDURES IN OTHER SITUATIONS

(Refer to Planting Specifications for other details)

PRESCRIBED BURNING TRAINING OUTLINE

Tools: Torches, shovel, pulaskis, backpack pumps, pumper units.

Safety: As applicable to equipment on fire.

A. PURPOSE:

To assist in the fall slash burning program.

B. PREPARATION:

1. Fireline around area to be burned.
2. Fuel bunched to secure satisfactory burn.

C. IGNITION:

1. Inside area in such manner as to cause draft toward center of area to be burned.
2. May need to reignite area, which did not burn out.

D. MOP-UP:

1. Mop-up will consist of preventing fire from crossing lines.
2. Watching until safe.

ROAD MAINTENANCE TRAINING OUTLINE

Tools: (As necessary for specific tasks)

Safety: (Emphasize safety especially traffic that will be encountered)

A. PURPOSE:

To maintain the road system in a safe and passable condition.

B. MAINTENANCE TASKS:

1. Surface Maintenance.
2. Motor-Grader Use.
3. Spot Repairs.
4. Surface Replacement.
5. Pavement Repairs.
6. Shoulder and Side Slope Maintenance.
7. Roadside Maintenance.
8. Appearance.
9. Protective Cover.
10. Visibility Protection.
11. Drainage Maintenance.
12. Snow Removal.
13. Maintenance for Safety.
14. Open Top Culverts.
15. Grading Roadway.
16. Selective Removal of Trees and Snags.
17. Drainage Dips.
18. Slide Removal and Embankment Repair.
19. Maintenance of Signs.

(Refer to various Road Maintenance Specifications for details).

TRAIL CONSTRUCTION AND MAINTENANCE TRAINING OUTLINE

A. PURPOSE:

To maintain trails and trail structures in safe and passable condition.

B. CONSTRUCTION PROCEDURES:

1. Clearing and Grubbing.
2. Special Ditches.
3. Tread Construction.
   a. Grade.
   b. Width.
   c. Tread through cliffs, ledge rock, talus or rock slides.
   d. Turnpike sections.
   e. Stream fords.
   f. Switch backs.
   g. Drainage.
   h. Route marking.
   i. Machine construction.
4. Selected Barrow.
5. Water Bars.
6. Rock Drains.
7. Culvert Pipe.
8. Trail Puncheon.
9. Log culverts and log bridges.

C. MAINTENANCE PROCEDURES:

1. Trail structures.
2. Clearing and grubbing and tread maintenance.
3. Maintenance of drainage facilities.
4. Maintenance of signs.

(Refer to various trails specifications for details).

CHAINSAW TRAINING OUTLINE

A. PURPOSE:

To train enrollee to use chainsaw safely and efficiently.

B. SAFETY:

It is the operator's responsibility for safety of crew members working around him.

C. TERMS ENROLLEES SHALL LEARN:

On-off switch, throttle, choke, oiler, pull rope, air filter, bar, chain, fuel tank, chain oil tank, dog, sparkplug, spark arrestor, chain guide, chain adjustment screw.

D. TRANSPORTATION OF SAW:

1. Foot travel.
2. Vehicle.

E. MAINTENANCE OF CHAINSAW:

1. Mixing fuel.
2. Proper SAE grade of oil for chain tank.
3. Adjusting the chain.
4. Hand filing chain.
5. Replacing parts
   a) Air filter
   b) Fuel line filter
   c) Sparkplugs
   d) Spark arrestors screen
   e) Chain
6. During-operation maintenance checks.

F. OPERATION OF CHAINSAW:

1. Preparation:
   a) Protective clothing.

b) Necessary tools

c) Preoperation--new chain check

d) Fuel

e) Oil

2. Starting procedures.

3. Stopping procedures.

4. Using the chainsaw:

a) Felling

1. Safety procedures.

2. Cutting procedures.

b) Limbing

1. Safety procedures.

2. Cutting procedures.

c) Bucking

1. Safety procedures.

2. Cutting procedures

a) Undercutting

b) Overcutting

LANDSCAPE AND CAMPGROUND MAINTENANCE TRAINING OUTLINE

Tools: All the basic tools, plus vehicle, lawnmower.

Safety: As suggested for use of each tool and vehicle. Especially keep in mind safety of others who may be in area or using facilities.

A. PURPOSE:

To maintain grounds and recreation areas, in healthful and attractive condition.

B. SPECIAL:

Enrollees for this crew, because they will "meet the public" on their own will be selected for their willingness and ability to meet the public in a friendly and courteous manner, while at the same time remaining industrious.

C. MAINTENANCE PROCEDURES:

1. Policing Area:

   a) General litter pickup of area in vicinity of buildings, and campgrounds.

   b) Emptying trash and garbage containers, transporting to dump area, and disposing of in approved manner.

   c) Adding orderliness to materials which must of necessity be left in the open.

2. Lawn Care:

   a) Establishing.

   b) Watering and fertilizing.

   c) Mowing and trimming.

3. Shrubbery and flower bed care:

   a) Planting, watering, fertilizing.

   b) Trimming, protecting.

4. Campground sanitary facilities:

   a) Cleaning and deodorizing toilet facilities.

   b) Cleaning garbage facilities.

CARPENTRY AND SIGN SHOP TRAINING OUTLINE

PURPOSE: To train enrollee in the use of basic carpentry tools, electric handsaw and router.

A. BASIC CARPENTER TOOLS:

1. Rule
2. Try square
3. Carpenter's square
4. Mitre square
5. Bevel
6. Level
7. Plumb and chalk line
8. Hammer
9. Nail set
10. Bradawl
11. Hand saws
12. Keyhole saw
13. Coping saw
14. Plane
15. Hand drill
16. Brace and bit
17. Screwdriver
18. Chisel
19. Pliers
20. Clamps
21. Bench vise

B. USE OF BASIC CARPENTER TOOLS

C. CARE AND STORAGE OF BASIC CARPENTER TOOLS

D. SKILL SAW:

1. How to use - when to use.
2. Switch off and on.
3. Safety
   a) How to carry.
   b) Guard in place.
   c) Kick-back.
4. Cross-cut.
5. Rip saw.

E. POWER DRILLS:

1. How to use.

2. Changing drills, size of drills.

F. LETTERING GUIDES:

How to lay out signs.

G. ROUTER:

Use of router in making signs.

H. PAINTING AND STAINING

I. BUILDING MAINTENANCE

CLERICAL TRAINING OUTLINE

Tools: Office equipment

A. PURPOSE:

To train clerk to perform clerical duties related to the office.

B. PROGRAM:

1. Communications:

   a) Answering the telephone.

   b) Use of the radio.

   c) Preparing brief written memos.

   d) Relaying messages.

2. Greeting Visitors:

   a) Information of general nature.

   b) Knowledge of employees in area.

3. Reports:

   Preparation and maintenance of such reports as vehicle, time, telephone and radio log, fire reports as may be assigned.

4. Filing:

   a) Acquaintance with operation of files.

   b) Filing procedure.

5. Office Maintenance:

   a) Appearance.

   b) Neatness.

6. Office Machines:

   Use and care.

7. Supplies:

   Ordering procedures.

HOT SHOT FIREFIGHTING CREW

This crew will be composed of 20 men who, in addition to being trained as members of the regular fire crew, will receive training in the use of special firefighting equipment such as fire tankers, chainsaws, and the proper use of water and retardants.

Personnel for this crew will be selected from all of the other Youth Forest Camp crews. They will be men who have 1) demonstrated a particular interest in firefighting, 2) are exceptionally well qualified physically for sustained physical labor, 3) who have rated high in the regular fire training program, 4) who have shown a satisfactory degree of cooperation and self discipline, and 5) who have indicated they are willing to undertake the advanced training necessary.

These crews will generally be under the supervision of a foreman, however, they must demonstrate ability to recognize safety hazards connected with firefighting and display initiative in solving suppression problems. These crews may at times be used in areas of the State at some distance from the Swan River State Forest. They must show willingness to perform fire suppression duties under any supervision assigned.

HOT SHOT FIRE CREW TRAINING OUTLINE

A. SUBJECTS TO COVER:

1. Entrance exam (entrance and final exam identical).
2. Map reading and area computation.
3. Compass orientation.
4. Use of hand tools.
5. Chain saws.
6. Fire behavior.
7. Pumps and water use.
8. Heavy equipment operation.
9. Radio use.
10. Initial attack and mop-up.
11. Final exam.

(Note: Safety will be stressed throughout each individual subject).

B. MAJOR INSTRUCTION POINTS.

1. Entrance exam.
2. Map reading and area computation (see Lesson Plan A)
   a. How to interpret map symbols.
   b. How to locate positions on a map.
   c. Section, township and range designations.
   d. Contour lines.
   e. Location of ground points by use of a map.

3. Compass orientation (see Lesson Plan B).
   a. How to read a compass.
   b. Uses of the compass.
   c. Route location.
   d. Run compass courses and compute areas of test plots.
   e. How to pace or estimate distances.

4. Use of hand tools (see Lesson Plan C).
   a. How to use a shovel, pulaski, axe, crosscut saw and McLeod tool in line construction.
   b. Actual construction of firelines.
   c. Movies on use of hand tools.

5. Chain saws (see Lesson Plan D).
   a. Mechanics of power saws.
   b. Operation and maintenance.
   c. Safety of chain saw use.
   d. Chain saw service.

6. Fire behavior (see Lesson Plan E)
   a. What causes a fire to burn.
   b. Elements of fire spread.
   c. Films on fire behavior.

HOT SHOT FIRE CREW TRAINING OUTLINE (Sheet 2)

7. Pumps and water use (see Lesson Plan F).
   a. Maintenance and upkeep.
   b. How to operate pumps.
   c. Fuel mixtures and how to mix.
   d. Water use on the fireline.

8. Heavy equipment operation (see Vehicle Operator's Manual).
   a. Vehicle maintenance.
   b. How to drive heavy equipment.
   c. Use of multiple drive.
   d. Hints for drivers in diagnosing truck trouble.

9. Radio use (see Lesson Plan G)
   a. Regulations governing radio use.
   b. Priorities of use.
   c. How to use.
   d. Maintenance, care and storage.

10. Initial attack (see Lesson Plan H)
    a. Fire size-up.
    b. Methods of attack and choice of tools.
    c. Mop-up techniques (film).

11. Final exam.

MOUNTAIN RESCUE SQUAD

This crew will be composed of from 10 to 12 men to provide a well trained crew to help search for, administer first aid to, and rescue lost and injured individuals from mountainous terrain. Personnel will be selected from all Youth Forest Camp crews on the basis of 1) attitude, 2) willingness to train for an arduous task, and 3) physical development and stamina, including hiking, swimming, snowshoeing, skiing. This training will include the use of standard maps and compass, summer and winter survival including hiking, cooking, camping and advanced first aid. Specialized training will also include communications and rescue techniques in the mountains, water and motor vehicle accidents. Traffic control and traffic safety will also be taught.

This crew will generally work under direct supervision of one counselor and one foreman; however, due to the nature of the work, may become separated or detailed to special areas to search. These men, therefore, must demonstrate resourcefulness and initiative and effective use of the training received. Crew members should have a feel for remote areas such as sense of direction, lay of land, natural barriers and assists to lost persons. In other words, "woods wise" with a recognition of natural dangers to human life, including weather.

MOUNTAIN RESCUE SQUAD TRAINING OUTLINE

A. PURPOSE:

To provide an elite, well trained crew to help search for, administer first aid to, and transport, lost and/or injured individuals from mountainous terrain.

B. CREW COMPOSITION:

This crew will be made up of enrollees selected on a basis of attitude, physical ability and willingness to train for, when needed, an arduous task.

C. TRAINING TOPICS:

1. Map and Compass
2. Hiking
   a) Summer
   b) Winter
3. Cooking
   a) Summer
   b) Winter
4. Camping
   a) Summer
   b) Winter
5. Advanced First Aid
6. Survival Training
7. Communications
   a) Radio
   b) Semaphore
   c) Smoke
   d) Ground Air
8. Mountain Rescue
9. Ice Rescue
10. Water Rescue
11. Traffic Control

JOINT PROJECT SUMMARY - COMMON TO ALL CREWS

Project No.	Description or Title	Applicable Quantity	Page No.
I-M-1	Maintenance of Tools & Equipment		46
I-P-1	Tree Planting in Block 24 (15-24-17)	17 acres	47
I-P-2	Tree Planting in Block 3 (16-24-17)	3 acres	48
I-P-3	Tree Planting in Block 28 (16-24-17)	6 acres	49
I-P-4	Tree Planting in Block 11 (16-24-17)	8 acres	50
I-P-5	Tree Planting in Block 9 (16-24-17)	10 acres	51
I-P-6	Tree Planting in Block 9 (17-24-17)	16 acres	52
I-P-7	Tree Planting in Block 13 (18-24-17)	15 acres	53
I-P-8	Tree Planting in Block 15 (21-24-17)	4 acres	54
I-P-9	Tree Planting in Block 23 (21-24-17)	10 acres	55
I-P-10	Tree Planting in Block 25 (22-24-17)	20 acres	56
I-P-11	Tree Planting in Blocks 7 & 11, (12-23-18)	40 acres	57
I-P-12	Tree Planting in Blocks 1, 3, 13, 15, 17, 21 (14-23-18)	120 acres	58
I-P-13	Tree Planting in Blocks 1, 8, 12, 14, 18, 20, 25 & 27 (22-23-17)	160 acres	59
I-P-14	Tree Planting in Block 14 (Sec. 11, 12, 13, T24N - R17W)	49 acres	60

(Planned Planting = 478 acres)

PROJECT PLAN

Type: Maintenance (Tools and Equipment) Project No.: I-M-1

Location or Descriptions:

To be accomplished at Swan Station.

Specifications or Instructions:

Repair and sharpen all hand tools for all districts.

Remarks:

Includes tools used by various Youth Camp crews.

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-1

Location or Descriptions:

Clearcut Block 24, Section 15, T24N, R17W

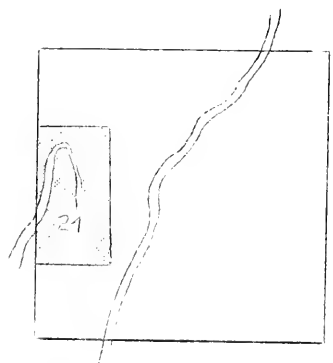
Specifications or Instructions:

Interplant and/or spot plant 3,000 Ponderosa Pine or Western Larch 12' x 12' spacing. (See Planting Specifications)

Remarks:

17 acres; approximately 180 trees/acre. During appropriate ground conditions. Spring 1969

PROJECT MAP:



SW¼, Sec. 15, T24N - R17W

(Scale: 4"/mile)

Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man-days:

- - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: _ _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _ _ _

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-2

Location or Description:

W½ Clearcut Block #31, Section 16, T24N, R17W

Specifications or Instructions:

Interplant west edge of clearcut block with 1200 Ponderosa Pine or Western Larch. 12 x 12 spacing. (See Planting Specifications)

Remarks:

3 acres; approximately 400 trees/acre. During appropriate ground conditions. Spring 1969.

PROJECT MAP:

SE¼, Sec. 16, T24N - R17W

(Scale: 4"/mile)

Reports Required:

Submit Title IV Work Report & man through Kalispell District Forester to FM Supervisor.

Total Man-days:

- - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: _ _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _ _

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-3

Location or Descriptions:

Center of Clearcut Block #28, Section 16, T24N, R17W

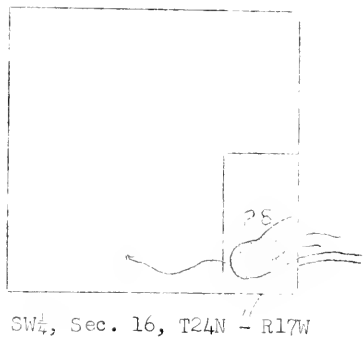
Specifications or Instructions:

Interplant center of block with 2,000 Western Larch to 12' x 12' spacing.

Remarks:

6 acres approximately 333 trees/acre. During appropriate ground conditions. Spring 1969.

PROJECT MAP:



SW¼, Sec. 16, T24N - R17W

(Scale: 4"/mile)

Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man-days:

- - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-4

Location or Description:

S½ Clearcut Block #11, Section 16, T24N, R17W

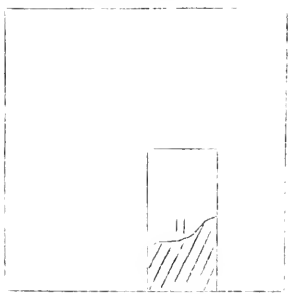
Specifications or Instructions:

Interplant S½ of Block with 3,000 Douglas Fir, Ponderosa Pine or Western Larch. 12' x 12' spacing. (See Planting Specifications)

Remarks:

8 acres, approximately 375 trees/acre. During appropriate ground conditions. Spring 1969.

PROJECT MAP:



NW¼, Sec. 16, T24N - R17W

(Scale: 4"/mile)

Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-5

Location or Descriptions:

Clearcut Block #9, Section 16, T24N - R17W

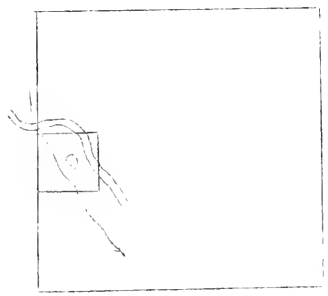
Specifications or Instructions:

Plant 1,800 Engelman Spruce and 1,200 Western Larch to 12 x 12 spacing. (See Planting Specifications)

Remarks:

10 acres, approximately 300 trees/acre. During appropriate ground conditions Spring 1969.

PROJECT MAP:



NW¼, Sec. 16, T24N - R17W

(Scale: 4"/mile)

Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - -

Date: - - - - - - - - - - - -

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-6

Location or Descriptions:

Clearcut Block #9, Section 17, T24N - R17W

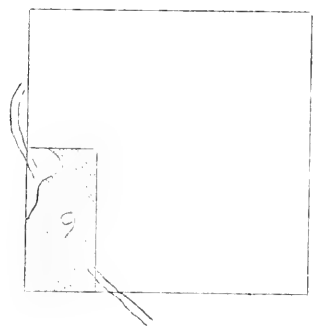
Specifications or Instructions:

Plant block with 4,800 Western Larch, 12 x 12 spacing. (See Planting Specifications)

Remarks:

16 acres, approximately 300 trees/acre. During appropriate ground conditions Spring 1969)

PROJECT MAP:



NW¼, Sec. 17, T24N - R17W

(Scale: 4"/mile)

Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-7

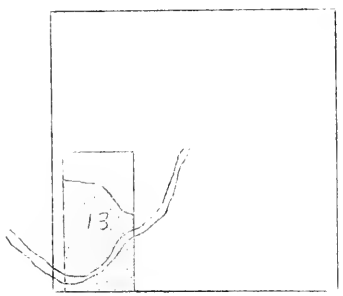
Location or Descriptions:

Clearcut block #13, Section 18, T24N - R17W

Specifications or Instructions:

Spot Plant 3,000 Western Larch. No planting within 2 chains of block boundary. 12 x 12 spacing (See Planting Specifications)

PROJECT MAP:



NE¼, Sec. 18, T24N - R17W

(Scale: 4"/mile)

Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - -

Date: - - - - - - - - - - - - -

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-8

Location or Descriptions:

Clearcut Block 15, Section 21, T24N - R17W

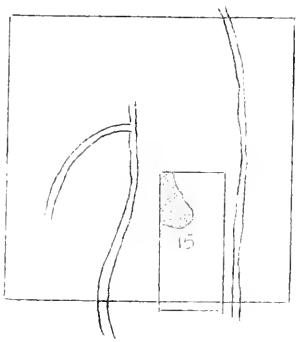
Specifications or Instructions:

Plant block with 1,200 Engelmann spruce north of road and east to center of block to 8 x 8 spacing. (See Planting Specifications)

Remarks:

4 acres, approximately 300 trees/acre. During appropriate ground conditions. Spring 1969

PROJECT MAP:



Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - -

Date: - - - - - - - - - - - - -

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-10

Location or Descriptions:

Clearcut Block 25, Section 22, T24N, R17W

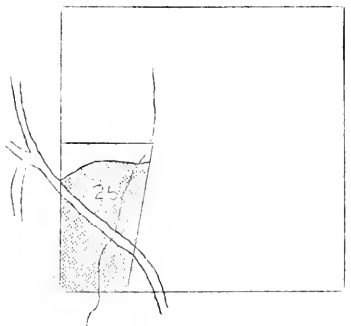
Specifications or Instructions:

Plant block north of road with 3,000 Western Larch, 12' x 12' spacing. Plant part south of road with 3,000 Engelmann spruce, 8' x 8' spacing. (See Planting Specifications)

Remarks:

20 acres total; approximately 300 trees/acre. During appropriate ground conditions. Spring 1969.

PROJECT MAP:



SW¼, Sec. 22, T24N - R17 W

(Scale: 4"/mile)

Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - -

PROJECT PLAN

Type: Reforestation (Planting) Project No.: I-P-11

Location or Descriptions:

Clearcut Block numbers 7, 11, Section 12, T23N, R18W

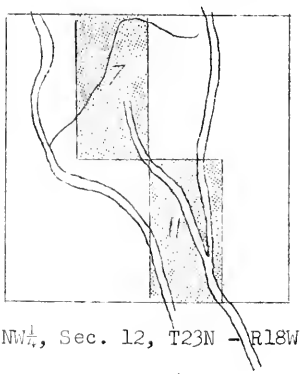
Specifications or Instructions:

Plant 12,000 Ponderosa pine and/or Western Larch 12' x 12' spacing.
(See Planting Specifications)

Remarks:

40 acres, (approximately 300 trees/acre). Pending reproduction studies.

PROJECT MAP:



NW¼, Sec. 12, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - -

Date: - - - - - - - - - - - - -

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-12

Location or Descriptions:

Clearcut Block numbers 1, 3, 13, 15, 17, 21, Section 14, T23N, R18W

Specifications or Instructions:

Plant approximately 36,000 Western Larch and/or Ponderosa Pine. 12' x 12' spacing. (See Planting Specifications)

Remarks:

120 acres. Pending reproduction surveys.

Reports Required:

Submit Title IV Work Report & Map through Kalispell District Forester to FM Supervisor.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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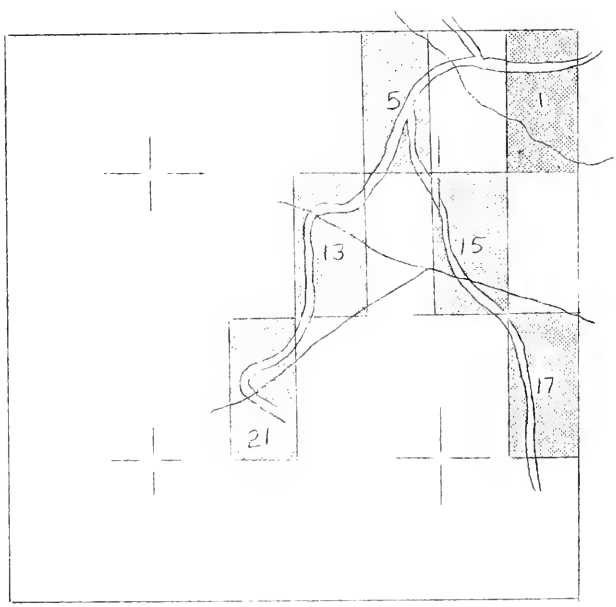
Inspected by: _ _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _ _

PROJECT MAP:



Section 14, T23N - R18W

(Scale: 4"/mile)

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-13

Location or Descriptions:

Clearcut Blocks, numbers 1, 8, 12, 14, 18, 20, 25, 27, in Section 22, T23N - R17W

Specifications or Instructions:

Species;	Ponderosa Pine	12' x 12' spacing
	Western Larch	12' x 12' spacing

Remarks:

Planting also to be done on pine side hill terraces. Pending reproduction surveys

Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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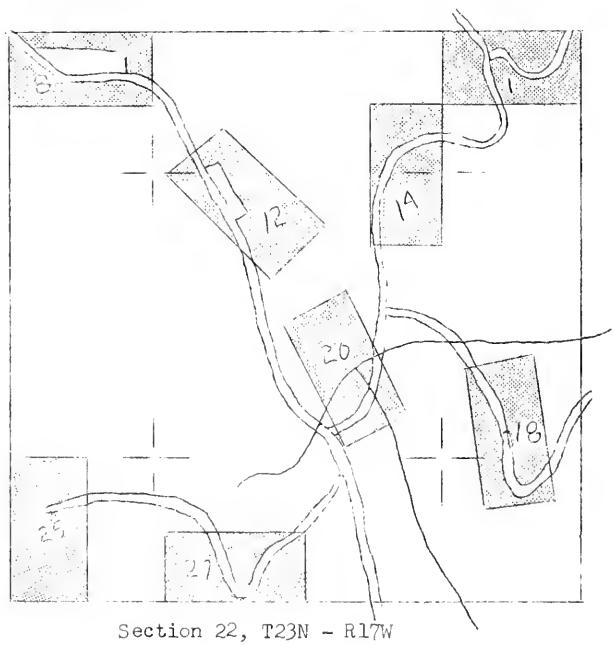
Inspected by: _ _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _ _ _

PROJECT MAP:



Section 22, T23N - R17W

(Scale: 4"/mile)

PROJECT PLAN

Type: Reforestation (Planting)

Project No.: I-P-14

Location or Descriptions:

Clearcut block in Sections 11, 12, 13, T24N - R17W

Specifications or Instructions:

100,000 Engelmann Spruce to be planted: 50,000 in Fall of 1968, 50,000 in Fall of 1969, to 8' x 8' spacing. (See Planting Specifications)

Remarks: Approximately 49 acres to be planted. After fall rains, 1968.

PROJECT MAP:

Reports Required:

Submit Title IV Work Report & map through Kalispell District Forester to FM Supervisor.

Total Man-days:

- - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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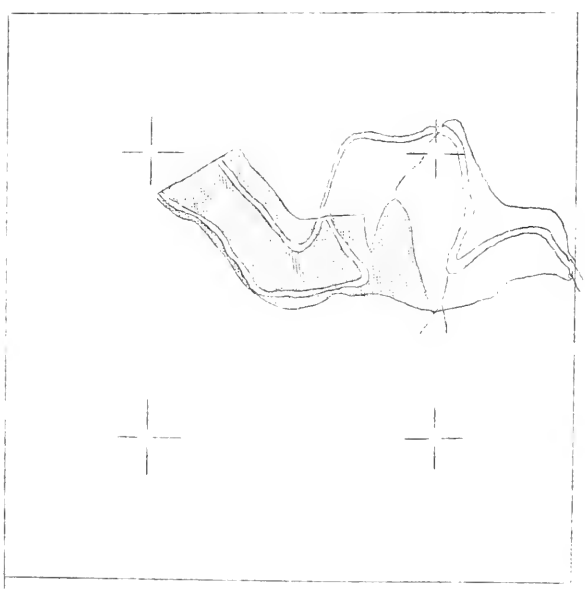
Inspected by: _ _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _ _ _



Sec. 11, 12, 13, T24N - R17W

(Scale: 2"/mile)

LANDSCAPE AND CAMPGROUND MAINTENANCE CREW

This crew will be at least eight to ten men who will receive special training in landscape design, grounds and recreation area maintenance and improvement, and sanitary engineering. Personnel selected for this crew should be those who meet the public well and are friendly and courteous. Crew members should have a sense of appreciation for natural beauty and an aptitude for plant and tree identification. They should be physically fit to do arduous manual labor. As these crews will at times work independently, they must demonstrate ability to work safely with tools and display initiative. At least three members should be able to qualify for a Montana driver's license.

PROJECT SUMMARY:

Project No.	Description or Title	Page No.
II-P-1	Fire Prevention Posters	62
II-C-1	Maintenance of Three Campgrounds	63
II-C-2	Campground Removal	64
II-L-1	Swan Station Grounds	65
II-L-2	Landscaping - YFC	66
II-B-1	Thinning & Pruning - YFC	67
II-L-3	Landscaping - YFC	68
II-C-3	Reconstruct Point Pleasant Campground	69
II-C-4	Reconstruct Cedar Creek Campground	70
II-L-4	Athletic Field	71
II-L-5	Landscape Roads - YFC	72
II-L-6	Recreation Area - YFC	73
II-P-2	Fire Prevention Posters	74
II-B-2	Landscaping - YFC	75
II-L-7	Landscaping - YFC	76
II-L-8	Construct Rockwall - YFC	77
II-L-9	Plant Trees & Shrubs - YFC	78
II-M-1	Clean Sperry Grade Hdq.	79
II-B-3	Beautification - Portion Loop Rd.	80
II-B-4	Beautification - Swan Highway	81
II-S-1	Fall Plant Sample Collection	82
II-S-2	Spring Plant Sample Collection	83

PROJECT PLAN

Type: Fire Control (Prevention) Project No.: II-P-1

Location or Descriptions:

See Forest Poster Plan for locations.

Specifications or Instructions:

Put up current Cooperative Forest Fire Prevention Water resistant cardboard posters and shovel, axe and bucket regulation signs.

Remarks:

Coordinate with Swan River State Forest Supervisor. To be completed by 15 June each year.

PROJECT MAP:

Reports Required:

Progress to be reported on Monthly Narrative Report to Kalispell District Forester.

(See Poster Plan & 2"/mile Swan River State Forest Map)

Total Man-days:

- - - - - - - - - - - - - - - - - -

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Date Project Completed:

- - - - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Maintenance (Campgrounds) Project No.: II-C-1

Location or Descriptions:

Soup Creek, Point Pleasant, and Cedar Creek Campgrounds.

Specifications or Instructions:

Weekly or twice weekly depending on campground use, empty trash cans and police area. Rake camp areas approximately once a month. Clean campgrounds thoroughly at beginning of season and make certain trash barels are emptied at end of season.

Remarks:

Coordinate with Swan State Forest Supervisor.

PROJECT MAP:

(Not applicable)

Reports Required:

Report any special problems to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - - - - -

Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Campground Removal

Project No. II-C-2

Location or Descriptions:

Goat Creek Campground, NE¼SE¼, Section 18, T23N - R18W

Specifications or Instructions: Remove improvements and close the Goat Creek Campground to public use. Erect "No Picnicking or Camping" signs. Restore to as near natural conditions as practical.

Remarks:

None

Reports Required:

Note completion in monthly narrative to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

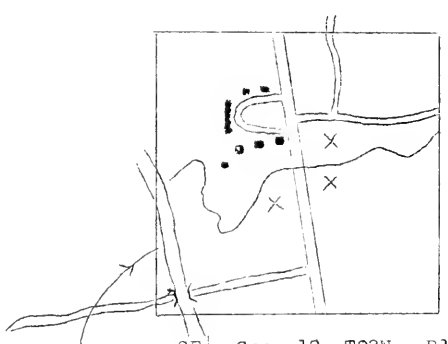
Project Foreman:

- - - - - - - - - - - - - - - -

Inspected by: - - - - - - - - - -

Date: - - - - - - - - - - -

PROJECT MAP:



SE¼. Sec. 18, T23N - R18W

(Scale: 4"/mile)

PROJECT PLAN

Type: Landscaping (Station Grounds)

Project No.: II-L-1

Location or Descriptions:

Swan River State Forest Headquarters, NE¼SE¼, Section 18, T23N - R18W

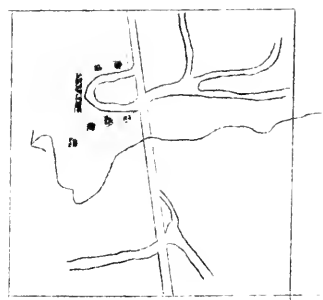
Specifications or Instructions:

Landscape Swan Station according to approved plan.

Remarks:

Coordinate with Swan State Forest Supervisor

PROJECT MAP:



SW¼, Sec. 18. T23N - R17W

(Scale: 4"/mile)

Reports Required:

Note progress and completion in monthly narrative to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - -

Inspected by: - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Landscaping

Project No.: II-L-2

Location or Descriptions:

Swan Youth Camp, Goat Creek, NE¼SE¼ Section 18, T23N - R18W.

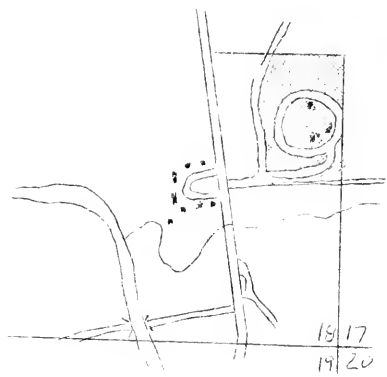
Specifications or Instructions:

Pile and burn slash resulting from logging within Youth Camp area. Saw up firewood from larger, harder-to-burn material. Rake rocks and debris and haul to dump.

Remarks:

Consult Youth Forest Camp Superintendent on this project.

PROJECT MAP:



SE¼, Sec. 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Note progress and completion in monthly narrative report to District State Forester.

Total Man-days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Forest Improvement (Beautification) Project No.: II - B - 1

Location or Descriptions:

Youth Camp area outside oval.

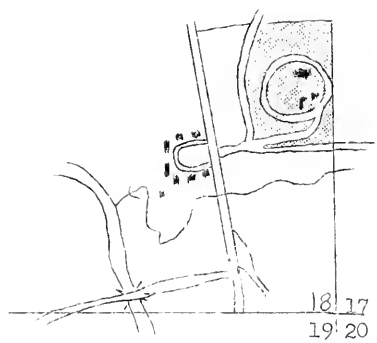
Specifications or Instructions:

Pile and burn brush outside of Loop Road in Campground area. Thin and prune trees where necessary.

Remarks:

May reserve portions for periods with transportation problems.

PROJECT MAP:



Reports Required:

Report completion in Monthly Narrative to Kalispell District Forester.

Total Man-day:

_ _ _ _ _ _ _ _ _ _ _ _ _ _

_ _ _ _ _ _ _ _ _ _ _ _ _ _

Date Project Completed:

_ _ _ _ _ _ _ _ _ _ _ _ _ _

Project Foreman:

_ _ _ _ _ _ _ _ _ _ _ _ _ _

Inspected by: _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _

PROJECT PLAN

Type: Landscaping

Project No.: II - L - 3

Location or Descriptions:

Area within oval, Youth Camp Grounds.

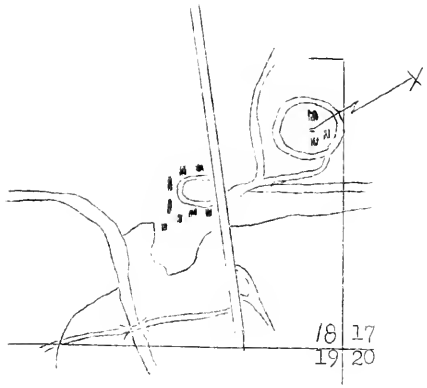
Specifications or Instructions:

Thin and prune trees, pile and burn brush and debris, level and smooth ground wherever necessary in the area within the Youth Forest Camp oval.

Remarks:

May reserve portions for periods with transportation problems.

PROJECT MAP:



Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - -

Date: - - - - - - - - - -

PROJECT PLAN

Type: Campground Reconstruction

Project No.: II - C - 3

Location or Descriptions:

Point Pleasant Campground, NE¼NW¼, Section 30, T24N - R17W.

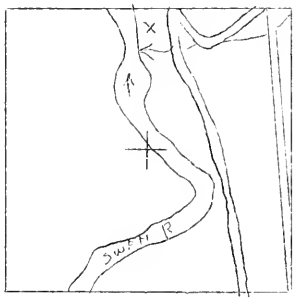
Specifications or Instructions:

Reconstruct Point Pleasant Campground according to approved plan.

Remarks:

Pending plan approval.

PROJECT MAP:



NW¼, Sec. 30, T24N - R17W

Scale: 4"/ mile

Reports Required:

Note progress and completion in monthly narrative to Kalispell District Forester.

Total man-days:

Date Project Completed:

Project Foreman:

Inspected by:

Date:

PROJECT PLAN

Type: Campground Reconstruction

Project No.: II-C-4

Location or Descriptions:

Cedar Creek Campground SE¼SW¼, Section 18, T23N -R18W

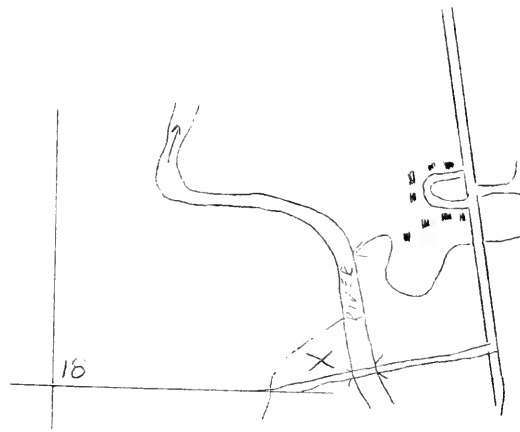
Specifications or Instructions:

Reconstruct Cedar Creek Campground according to approved plan.

Remarks:

Pending approved plan

PROJECT MAP:



SE¼, Sec. 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Note progress and completion in monthly narrative to Kalispell District Forester.

Total Man days:

- - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Landscape - Construction

Project No.: II-L-4

Location or Descriptions:

Proposed athletic field or flat adjacent to loop road and Swan highway north and east to natural bench.

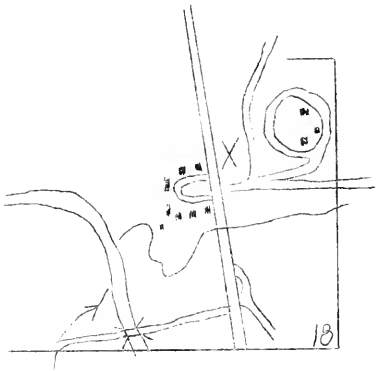
Specifications or Instructions:

Remove Trees and stumps in playing field area. Level surface with patrol. Dress area and seed to grass. Erect softball backstop to be furnished by YFC camp. Grass seed to be furnished by camp.

Remarks:

Consult with YFC Superintendent prior to starting project.

PROJECT MAP:



SE¼, Sec. 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative

Total Man days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Landscaping

Project No.: II-L-5

Location or Descriptions:

Swan Youth Camp, Goat Creek, NE¼SE¼ Section 18, T23N - R18W

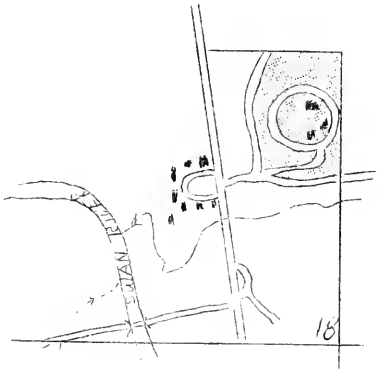
Specifications or Instructions:

Landscape and seed roads and skid trails not to be used as roads, within Youth Forest Campgrounds and area.

Remarks:

Consult YC Superintendent on this project.

PROJECT MAP:



SE¼, Sec. 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Note progress and completion in monthly narrative to Kalispell District Forester.

Total Man days:

- - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - -

Date: - - - - - - - - - - - -

PROJECT PLAN

Type: Landscaping

Project No.: II - L - 6

Location or Descriptions:

Proposed outdoor recreation area between lodge and administration building.

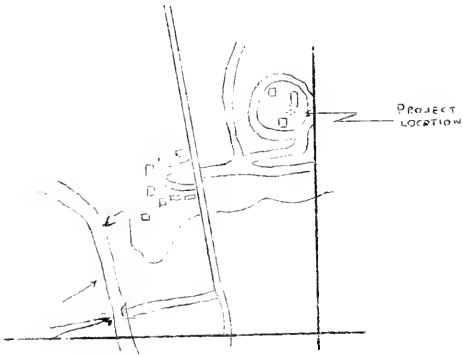
Specifications or Instructions:

Level, grade and seed to lawn. Erect basketball backstops and hoops to be furnished by Youth Forest Camp.

Remarks:

Some tree removal and grading with patrol may be necessary. Consult with Youth Forest Camp Superintendent prior to starting project.

PROJECT MAP:



SE¼, Sec. 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative

Total Man-days:

Date Project Completed:

Project Foreman:

Inspected by: ----------

Date: ----------

PROJECT PLAN

Type: Fire Control (Prevention)

Project No.: II-P-2

Location or Descriptions:

See Forest Poster Plan for locations.

Specifications or Instructions:

Remove all Cooperative Forest Fire Prevention posters and shovel, axe and bucket regulation signs after end of fire season.

Remarks:

Coordinate with Swan River State Forest Supervisor. By October each year.

PROJECT MAP:

(See Poster Plan)

Reports Required:

Progress to be reported in Monthly Narrative to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - - - -

Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - - -

PROJECT PLAN

Type: Road Side Improvement (Beautification) Project No.: II-B-2

Location or Descriptions:

Youth Forest Camp, Goat Creek, NE¼SE¼ Section 18, T23N - R17W.

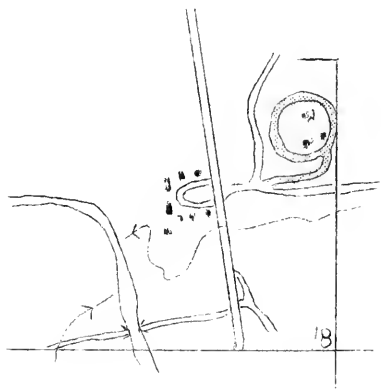
Specifications or Instructions:

Handgrade cut and fill slopes on YFC loop roads and approach road to be constructed. Seed with grass to be furnished by YFC camp.

Remarks:

The new YFC approach road will not be constructed until late September. If weather permits, this road could also be landscaped later in the year.

PROJECT MAP:



SE¼, Section 18, T23N - R17W

(Scale: 4"/mile)

Reports Required:

Note progress and completion in monthly narrative to Kalispell District Forester.

Total Man days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - -

Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT PLAN

Type: Landscape

Project No.: II-L-7

Location or Descriptions:

Area immediately west of lodge building, Youth Forest Camp.

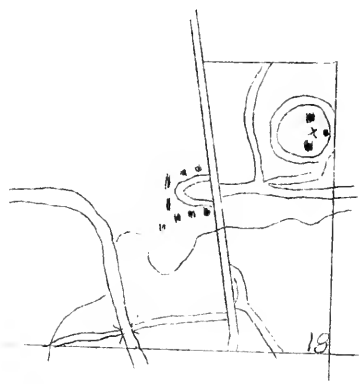
Specifications or Instructions:

Cut and level area beyond west end of lodge building to insure proper drainage. Fill with top soil and seed to lawn.

Remarks:

Consult with Youth Forest Camp superintendent prior to starting project.

PROJECT MAP:



SE¼, Sec. 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative

Total Man days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Rock Wall Construction

Project No.: II-L-8

Location or Descriptions:

Main lodge below patio steps, Youth Forest Camp

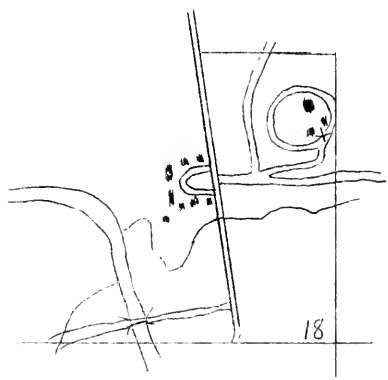
Specifications or Instructions:

Construct a retaining wall of native rock approximately 3 feet in heighth and extending out from building 8 feet. To maintain pleasing balance, largest rock should not be more than 4 times surface area of the smallest rock. Use large oblong rocks in center of wall spaced approximately 3 feet apart to tie wall into bank.

Remarks:

Consult with Youth Forest Camp Superintendent prior to starting project.

PROJECT MAP:



SE¼, Sec. 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative Report

Total Man days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT PLAN

Type: Landscape

Project No.: II-L-9

Location or Descriptions:

All Youth Forest Camp buildings and lawn areas immediately adjacent.

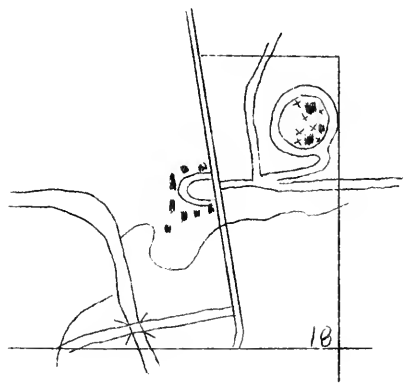
Specifications or Instructions:

Plant shrubs and trees in landscape areas immediate to all buildings. Species and location of shrubs and trees to be specified by Youth Forest Camp superintendent.

Remarks:

Number and species of shrubs and trees must be determined this fall to place order for stock. Approximate starting date is May 1969.

PROJECT MAP:



SE¼, Sec. 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative

Total Man days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Maintenance (Station)

Project No.: II-M-1

Location or Descriptions:

Sperry Grade Headquarters

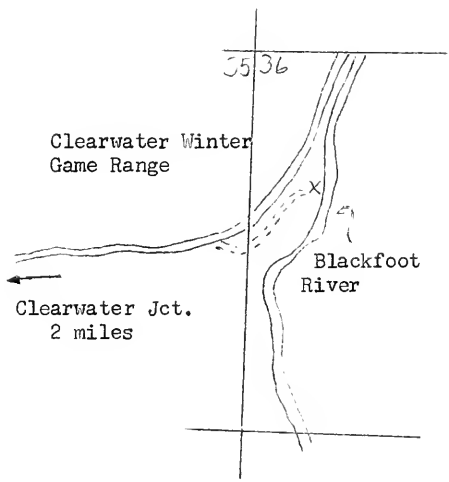
Specifications or Instructions:

Clean up debris at old bunkhouse location at Sperry Grade Headquarters.

Remarks:

Coordinate with Missoula District State Forester.

PROJECT MAP:



W½, Sec. 36, T15N - R14W

(Scale: 2 3/4"/mile)

Reports Required:

Report progress on monthly narrative to Kalispell District Forester.

Total Man days:

- - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: _ _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _

PROJECT PLAN

Type: Roadside Improvement (Beautification) Project No.: II-B-3

Location or Descriptions:

Loop road segment from Sec. 16, T23N - R17W to Sec. 28, T24N - R17W.

Specifications or Instructions:

Remove dead trees, cull wood and stumps a distance of 50 feet on each side of roadway.

Remarks:

Approximate Starting Date - Spring 1969

PROJECT MAP:

Sec. 16, T23N - R17W to Sec. 28, T24N - R17W

(Scale: ½"/mile)

Reports Required:

Monthly Narrative

Total Man days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Roadside Improvement (Beautification) Project No.: II-B-4

Location or Descriptions:

Swan River Forest Highway #209. Right-of-way through Swan State Forest starting on south line of Section 32, T23N - R17W and termination north line, Section 18, T24N - R17W.

Specifications or Instructions:

Remove dead trees and cull wood and stumps visible from highway.

Remarks:

District should coordinate with local Highway Department. Approx. Starting Date: Spring 1969.

PROJECT MAP:

(See appropriate highway or 1/2" or 2" 1 mile maps)

Reports Required:

Report progress on Monthly Narrative to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Fall Plant Samples Collection Project No.: II-S-1

Location or Descriptions:

Swan Forest and vicinity.

Specifications or Instructions:

Collect samples of stems, leaves and nature fruit of the following trees, shrubs and plants: Birch, alder, mountain maple, mountain ash, dogwood, ceanothus, service berry, elderberry, snowberry, wild rose, wild currant, wild gooseberry, huckleberry, thimble berry, oregon grape, kinnikinnick, nine bark, ponderosa pine, lodgepole pine, Idaho white pine, Douglas fir, W. larch, W. red cedar, alpine fir, grand fir, white bark pine, western hemlock, rocky mountain juniper, common juniper, pacific yew.

Remarks:

Samples to be mounted on 8½" x 11" white construction paper with samples of stems and leaves and flowers of each specie and labeled under the supervision of the instructor.

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative if significant

Total Man-days:

- - - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - - -

PROJECT PLAN

Type: Spring Plant Samples

Project No.: II-S-2

Location or Descriptions:

Swan Forest and Vicinity.

Specifications or Instructions:

Collect samples of stems, leaves and flowers of the following trees, shrubs and plant to be mounted for classroom instruction on plant identification. Cottonwood, aspen, birch, alder, willow, mountain maple, mountain ash, dogwood, red stem ceanothus, evergreen ceanothus, sarvis berry, snowberry, wild rose, wild currant, wild gooseberry, thimble berry, oregon grape, nine bark, native blue grass, W. wheat brass, rough fescue, pine grass, timothy, red top, elk sedge, wild rye, cheat brome, bear grass, geranium, lupine, larkspur, wild strawberry, fire weed, Indian paint brush, wild onion, nettles, horsetail, daisy.

Remarks:

Samples to be mounted on 8½" x 11" white construction paper with samples of stems and leaves and flowers of each specie and labeled under the supervision of the instructor. Approx. Starting Date: May 1969

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

FOREST IMPROVEMENT CREW

The Forest Improvement Crew will be composed of up to 30 men who will receive special training in identification of tree species, (dendrology) forest diseases, (pathology) forest insects, (entomology) tree vigor and the proper treatment for forestry problems. Training and skill in the tools used in Timber Stand Improvement work will be emphasized. Specialized training will also include preparation of thinned and logged areas for safe prescribed burning.

Personnel selected for this crew should be able to perform arduous work in all types of weather. They should have an appreciation of natural resources and an interest in conservation and preservation. These crewmen will work under the supervision of a foreman, however, should be able to demonstrate the ability to work safely with tools and complete work projects without close, immediate supervision.

PROJECT SUMMARY:

Project No.	Description or Title	Applicable Quantity	Page No.
III-FS-1	Tanker Filling Site - So. Lost Creek		86
III-FS-2	Tanker Filling Site - Soup Creek		87
III-FS-3	Tanker Filling Site - Cilly Creek		88
III-FS-4	Tanker Filling Site - Woodward Creek		89
III-FS-5	Tanker Filling Site - So. Fk. Woodward Creek		90
III-FS-6	Tanker Filling Site - Cedar Creek		91
III-CC	Cone Collection		92
III-R-1	Road Construction - YFC		93
III-R-1A	Road Construction - YFC		94
III-SL	Section Lines		95
III-B-1	Brushing - Woodward Road	7 mi.	96
III-R-2	Maintenance of three roads	20 mi.	97
III-R-3	Road Maintenance So. Woodward Road	4 mi.	98
III-R-4	Road Maintenance Cilly Ridge Roads	5 1/2 mi.	99

PROJECT SUMMARY: (Cont.)

Project No.	Description or Title	Applicable Quantity	Page No.
III-R-5	Road Maintenance Woodward Road	5 1/2 mi.	100
III-R-6	Road Maintenance Napa Lookout Road	6 mi.	101
III-R-7	Road Mtnce. Squeezer - Van Lake Cutoff	4 mi.	102
III-R-8	Road Mtnce. White Tail, Porcupine Cutoff	8 1/2 mi.	103
III-R-9	Road Mtnce. Center Loop Road, etc.	6 mi.	104
III-R-10	Road Mtnce. Cilly Creek Roads	10 1/2 mi.	105
III-R-11	Road Mtnce. Soup Creek Road	3 1/2 mi.	106
	(Road Maintenance Planned =	80 mi.)	
III-TC-1	Trail Construction - Swan River	7 mi.	107
III-TC-2	Trail Construction - Boundary of Youth Camp	3/4 mi.	108
III-TC-3	Trail Construction - Mission Divide	6 mi.	109
III-TC-4	Trail Construction - So. Fk. Woodward	5 mi.	110
III-TC-5	Trail Construction - Cilly Ridge	4 mi.	111
	(Trail Construction Planned =	22 3/4 mi.)	
III-T-1	Thinning (3-23-17)	29 acres	112
III-T-2	Thinning (34-24-17)	19 acres	113
III-T-3	Thinning (16-23-17)	389 acres	114
III-T-4	Thinning (22-23-17)	89 acres	115
III-T-5	Thinning (10-23-18)	152 acres	116
III-T-6	Thinning (10-23-17)	262 acres	117
III-T-7	Thinning (4-23-17)	553 acres	118
	(Planned Thinning =	1,341 acres	
III-H-1	Helispot (Woodward)		119
III-H-2	Helispot (Napa)		120

PROJECT PLAN

Type: Tanker Filling Site Construction Project No.: III-FS-1

Location or Descriptions:

SW¼SW¼, Sec. 7, T24N - R16W, (USFS) South Lost Creek

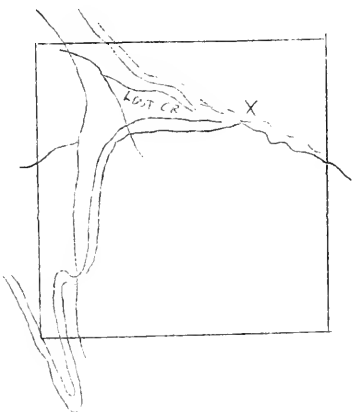
Specifications or Instructions:

Construct tanker filling site at the South Lost Creek crossing in the above section. See Tanker Filling Site Specifications.

Remarks:

Obtain permission from U. S. Forest Service

PROJECT MAP:



SW¼, Section 7, T24N - R16W

(Scale: 2"/mile)

Reports Required:

Monthly Narrative Report

Total Man days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - -

Inspected by: - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Tanker Filling Site Construction

Project No.: III-FS-2

Location or Descriptions:

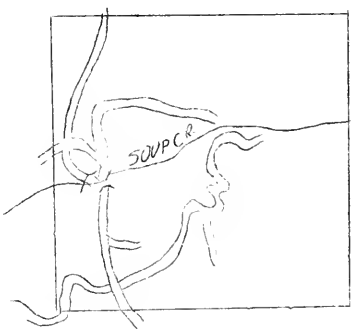
Soup Creek at Soup Creek Campground N½SW¼, Sec. 27, T24N - R17W

Specifications or Instructions:

Construct a tanker filling site on Soup Creek near Soup Creek Campground. See Tanker Filling Site Specifications.

Remarks:

PROJECT MAP:



Section 27, T24N - R17W

(Scale: 2"/mile)

Reports Required:

Monthly Narrative Report

Total Man days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT PLAN

Type: Tanker Filling Site Construction

Project No.: III - FS - 3

Location or Descriptions:

Sec. 15, T24N - R17W, Cilly Creek crossing

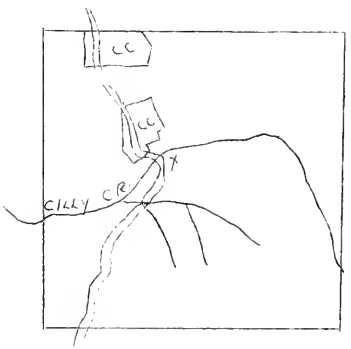
Specifications or Instructions:

Construct tanker filling site at the Cilly Creek crossing, in above section. See Tanker Filling Site Specifications.

Remarks:

None

PROJECT MAP:



Section 15, T24N - R17W

(Scale: 2"/mile)

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _

PROJECT PLAN

Type: Tanker Filling Site Construction

Project No.: III - FS - 4

Location or Descriptions:

Sec. 25, T23N - R18W (NP) Woodward Creek

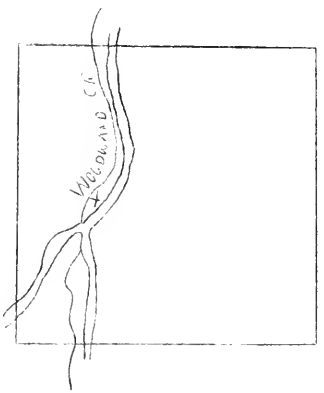
Specifications or Instructions:

Construct a tanker filling site on Woodward Creek in Section 25. See Tanker Filling Site Specifications.

Remarks:

Obtain permission from NP (Seeley Lake)

PROJECT MAP:



Section 25, T23N - R18W

(Scale: 2"/mile)

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - - -

- - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Tanker Filling Site Construction

Project No.: III - FS - 4

Location or Descriptions:

Sec. 25, T23N - R18W (NP) Woodward Creek

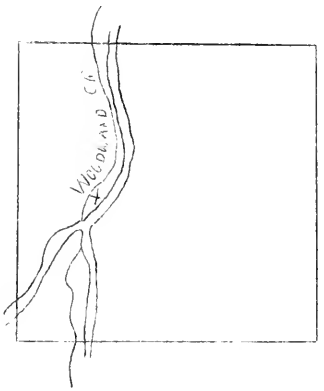
Specifications or Instructions:

Construct a tanker filling site on Woodward Creek in Section 25. See Tanker Filling Site Specifications.

Remarks:

Obtain permission from NP (Seeley Lake)

PROJECT MAP:



Section 25, T23N - R18W

(Scale: 2"/mile)

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Tanker Filling Site Construction

Project No.: III - FS - 5

Location or Descriptions:

Sec. 28, T23N - R18W South fork of Woodward Creek.

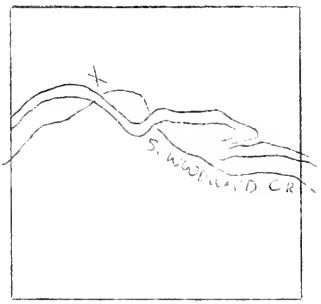
Specifications or Instructions:

Construct tanker filling site at the best location of Creek crossing in this section. See Tanker Filling Site Specifications.

Remarks:

None

PROJECT MAP:



Section 28, T23N - R18W

(Scale: 2"/mile)

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _

PROJECT PLAN

Type: Tanker Filling Site Construction

Project No.: III - FS - 6

Location or Descriptions:

Cedar Creek Campground, SE¼SW¼, Sec. 18, T23N - R18W

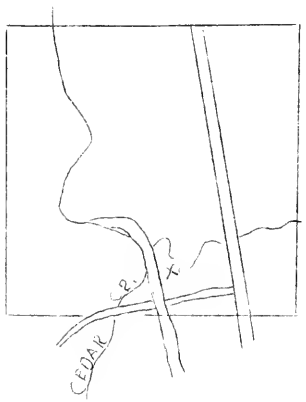
Specifications or Instructions:

Construct a tanker filling site on Cedar Creek at Cedar Creek Campground. See Tanker Filling Site Specifications.

Approx. Starting Date: July 1968

Remarks:

PROJECT MAP:



Section 18, T23N - R18W

(Scale: 2"/mile)

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - -

- - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - -

Date: - - - - - - - - - -

PROJECT PLAN

Type: Timber Stand Improvement (Cone Collection) Project No.: III-CC

Location or Descriptions:

Swan State Forest

Specifications or Instructions:

Collect cones for state Forest and nursery needs. Ponderosa pine - 150 bushels; larch - 200 bushels; spruce - 250 bushels; Douglas-fir - 500 bushels. Cones will be gathered in planting bags and prepared for shipping in tight-weave burlap sacks. Sacks will be labeled by species, date of collection and approximate elevation and area.

Remarks:

Areas designated for collecting cones will be on operating timber sales or in areas designated by Kalispell District State Forester. Cones will also be collected from squirrel caches. Trees shall be felled by professional sawyers and not over 1 or 2 days in advance of picking. Crews shall work a safe distance from falling crews. Approx. Starting Date: August, or when seeds are ready.

PROJECT MAP:

(Not applicable)

Reports Required:

Title IV Report to be submitted to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Road Construction

Project No.: III - R - 1

Location or Descriptions:

Youth Forest Camp Oval Road

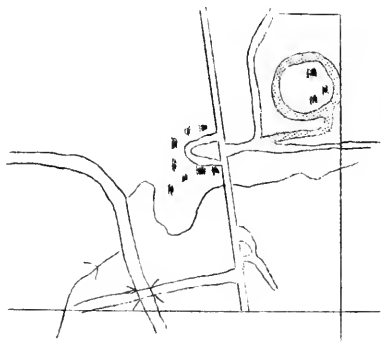
Specifications or Instructions:

Haul and spread pit run gravel on Youth Forest Camp oval road - 24' wide, 6" deep except that section to be filled. Remove all rocks larger than 3 - 4". (Approximately 1,050 yards)

Remarks:

Locate loader locally and obtain quote. Send quote to R. Arnold.

PROJECT MAP:



SE¼, Section 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - -

- - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - -

Date: - - - - - - - -

PROJECT PLAN

Type: Road Construction

Project No.: III - R - 1A

Location or Descriptions:

Youth Forest Camp Access Road

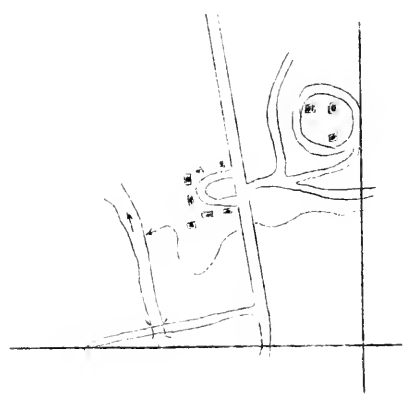
Specifications or Instructions:

Haul and spread pit run gravel on Youth Forest Camp access road 24' wide and 6" deep and that portion of the oval road filled by new construction. (Approximately 800 yards)

Remarks:

Pending completion of new construction.

PROJECT MAP:



SE¼, Sec. 18, T23N - R17W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - -

Date: - - - - - - - - - - - - -

PROJECT PLAN

Type: Forest Improvement

Project No.: III-SL

Location or Descriptions:

Throughout Swan River State Forest

Specifications or Instructions:

Reblaze section lines and mark road crossings. Before blazing, these lines should be flagged through by a professional forester to make certain of location. Lines in high country should be run during summer and fall because of accessibility.

Remarks:

Special training essential.

PROJECT MAP:

All Lines within State Forest as recommended by Kalispell District Forester. See 2"/mile map.

Reports Required:

Section corner record and cards.
Narrative report to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Roadside Improvement (Brushing) Project No.: III - B - 1

Location or Descriptions:

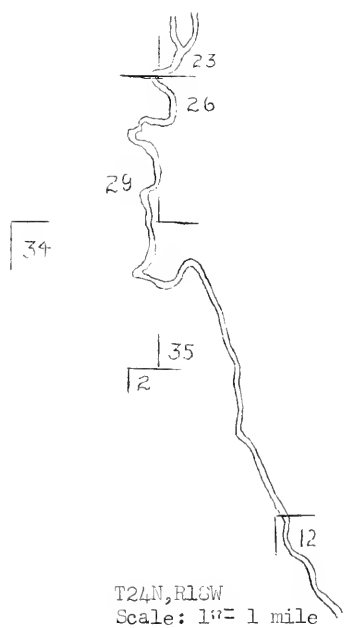
Woodward Road from junction of Fatty Creek road, Section 13, T23N - R18W to north line, Section 23, T24N - R18W.

Specifications or Instructions:

Cut out all vegetation for a distance of 10 feet from road shoulder on tangents and 20 feet on inside of curves for better visibility. See Road Maintenance Specifications.

Remarks:

PROJECT MAP:



Reports Required:

Report Progress on Monthly Narrative to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by:

Date: - - - - - - - - - - -

PROJECT PLAN

Type: Road Maintenance

Project No.: III-R-2

Location or Descriptions:

Loop road, Squeezer Creek Road, Woodward Road, and Fatty Creek roads.

Specifications or Instructions:

Road Maintenance -- clean culverts, remove windfalls from road and ditch, and remove surface rocks from above roads. Drain water from road surface. (See appropriate Road Maintenance Specifications)

Remarks:

Coordinate with Swan River State Forest Supervisor.

PROJECT MAP:

See 2"/mile Swan State Forest Map.

Reports Required:

Report progress in monthly narrative to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Road Maintenance

Project No.: III - R - 3

Location or Descriptions:

South Woodward Road from junction of Fatty Creek Road in Section 35, T23N - R18W to terminus in Section 29, T23N - R18W.

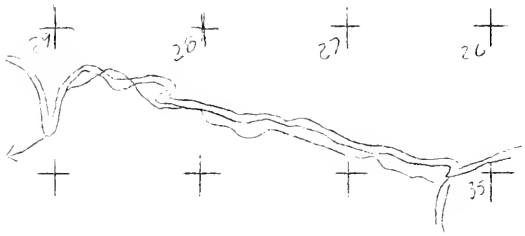
Specifications or Instructions:

Cut out all windfalls back to 4' above cut slope. Clear rocks and clean ditches. Grade according to specifications and annual maintenance plan.

Remarks:

Coordinate with Swan Forest Supervisor.

PROJECT MAP:



T23N - R18W

Scale: 1"/mile

Reports Required:

Progress to be reported in monthly narrative report to Kalispell District Forester.

Total Man-days:

_____

_____

Date Project Completed:

_____

Project Foreman:

_____

Inspected by: _____

Date: _____

PROJECT PLAN

Type: Road Maintenance

Project No.: III - R - 4

Location or Descriptions:

Cilly Ridge roads starting in Section 21, T24N - R17W

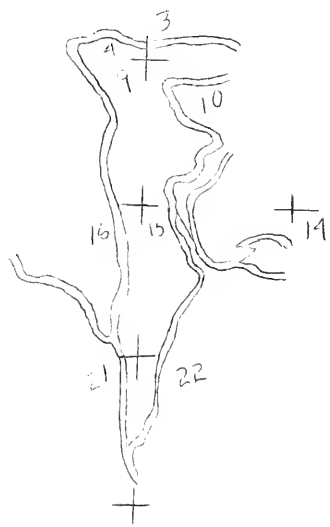
Specifications or Instructions:

Cut out all windfalls back to 4' above cut slope. Clear rocks and clean ditches and culverts. Grade according to annual maintenance plan.

Remarks:

Coordinate with Swan Forest Supervisor

PROJECT MAP:



T24N - R17W

(Scale: 1"/mile)

Reports Required:

Progress to be reported in Monthly Narrative Report to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - -

Date: - - - - - - - - - - - -

PROJECT PLAN

Type: Road Maintenance

Project No.: III - R - 5

Location or Descriptions:

Woodward Road from Highway 209 in Sec. 18, T23N - R17W, to old Woodward Lookout and spur road to Sec. 4, T23N - R18W.

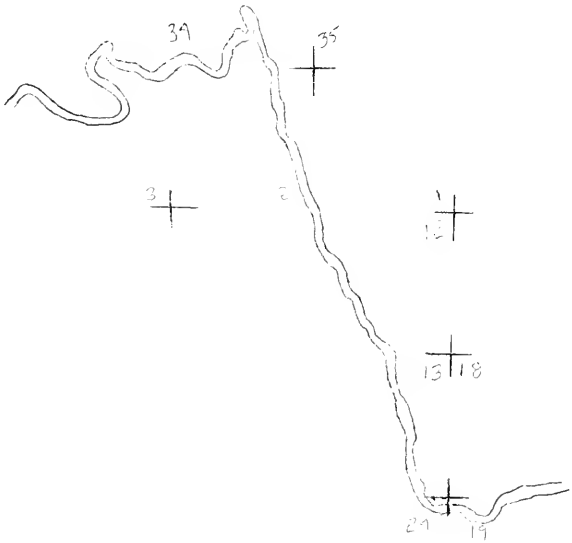
Specifications or Instructions:

Cut out all windfalls back to 4' above cut slope. Clear rocks and clean out ditches. Grade according to Forest Maintenance Plan.

Remarks:

Coordinate with Swan Forest Supervisor

PROJECT MAP:



Reports Required:

Progress to be reported in Monthly Narrative Report to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - -

Date: - - - - - - - - - -

Woodward Rd. in Section 18, T23N - R17W to Woodward LO in Section 4, T23N - R18W

(Scale: 1"/mile)

PROJECT PLAN

Type:

Project No.: III - R - 6

Location or Descriptions:

Napa Lookout Road, Sections 1, 2, 3, T23N - R17W

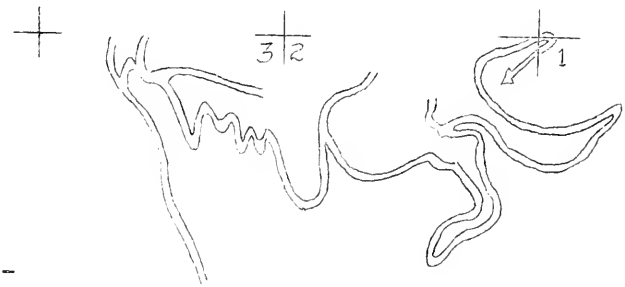
Specifications or Instructions:

Cut blowdown out and clean back windfalls 4' beyond top of cut slopes. Pick rock off road, clean ditches and grade according to Forest Maintenance Plan.

Remarks:

Coordinate with Swan Forest Supervisor

PROJECT MAP:



T23N - R17W

(Scale: 2"/mile)

Reports Required:

Progress to be reported in Monthly Narrative Report to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT PLAN

Type: Road Maintenance

Project No.: III-R-7

Location or Descriptions:

Squeezer - Van Lake cutoff road starting in Section 22, T23N - R17W and ending in Section 34, T23N - R17W.

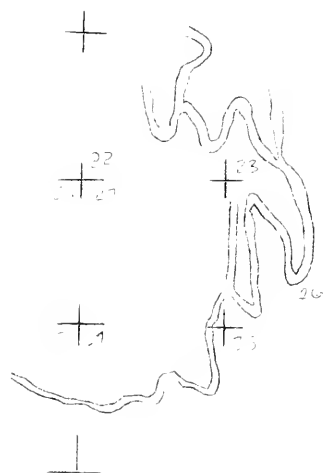
Specifications or Instructions:

Cut out all windfalls back to 4' above cut slope. Clear rocks and clean ditches when necessary. Grade if necessary.

Remarks:

Coordinate with Swan Forest Supervisor

PROJECT MAP



T23N - R17W
Scale: 1"/mile

Reports Required:

Progress to be reported in monthly narrative report to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - -

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Date Project Completed:

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Inspected by: - - - - - - - - - -

Date: - - - - - - - - - - - - -

PROJECT PLAN

Type: Road Maintenance

Project No.: III-R-8

Location or Descriptions:

White Tail, Porcupine cutoff road starting in Section 35, T24N - R18W. North to forest boundary in Section 23, and Porcupine connecting road starting in Section 23, T24N - R18W and connecting to Porcupine Road in SW¼SW¼, Section 28, T24N - R18W.

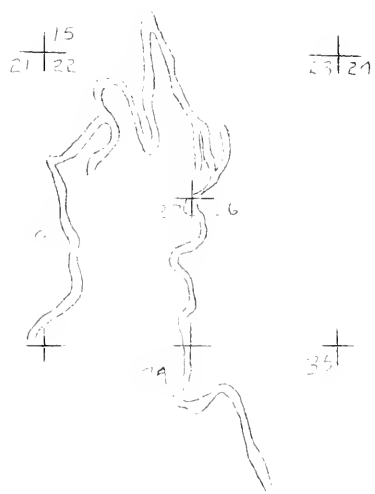
Specifications or Instructions:

Cut out all windfalls back to 4' above cut slopes. Clear rocks and clean ditches and culverts. Grade according to annual Road Maintenance Plan.

Remarks:

Coordinate with Swan Forest Supervisor.

PROJECT MAP:



T24N - R18W
Scale: 1"/mile

Reports Required:

Report Progress on monthly narrative to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - -

- - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: _ _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _ _ _

PROJECT PLAN

Type: Road Maintenance

Project No.: III-R-9

Location or Descriptions:

Center Loop, Squaw Creek roads and spur roads in Section 32, 33, T24N - R17W and Sections 3, 4, 5, 8, 9, 10, T23N - R17W.

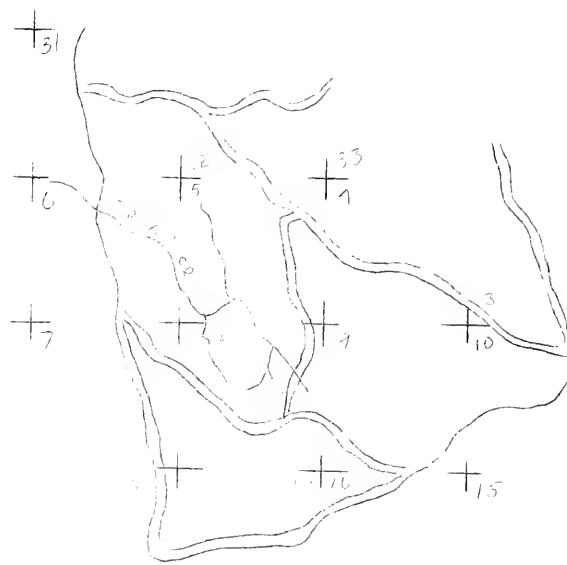
Specifications or Instructions:

Cut out all windfalls back 4' above road cut. Clear rock off road surface and clean ditches and culverts. Grade according to annual Road Maintenance Plan.

Remarks:

Coordinate with Swan Forest Supervisor.

PROJECT MAP:



Scale: 1"/mile

Reports Required:

Report progress on monthly narrative to Kalispell District Forester.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _ _

PROJECT PLAN

Type: Road Maintenance

Project No.: III-R-10

Location or Descriptions:

Cilly Creek Roads from north loop road north through forest boundary.

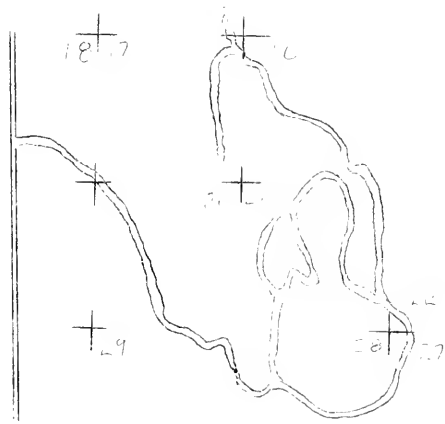
Specifications or Instructions:

Cut out windfalls 4' above cut slopes. Clear rock and clean ditches and culverts. Grade according to annual Maintenance Plan.

Remarks:

Coordinate with Swan Forest Supervisor.

PROJECT MAP:



Scale: 1"/mile

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _

PROJECT PLAN

Type: Road Maintenance

Project No.: III-R-11

Location or Descriptions:

Soup Creek Road from Soup Creek Campground in Section 27, T24N - R17W to forest boundary in Section 25, T24N - R17W.

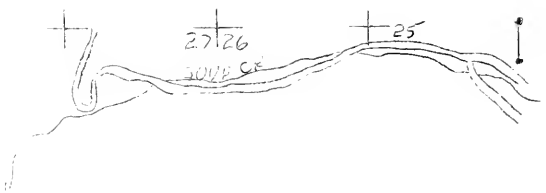
Specifications or Instructions:

Cut out all windfalls back 4' above cut slope. Clear rock off roads, clean ditches and culverts. Grade according to annual Maintenance Plan. See Road Maintenance Specifications.

Remarks:

Coordinate with Swan Forest Supervisor.

PROJECT MAP:



T24N - R17W
Scale: 1"/mile

Reports Required:

Report progress on monthly narrative to Kalispell District Forester.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - - - -

PROJECT PLAN

Type: Trail Construction

Project No.: III-TC-1

Location or Descriptions:

East side of Swan River from Swan River Bridge, (Cedar Creek) to Point Pleasant Campground.

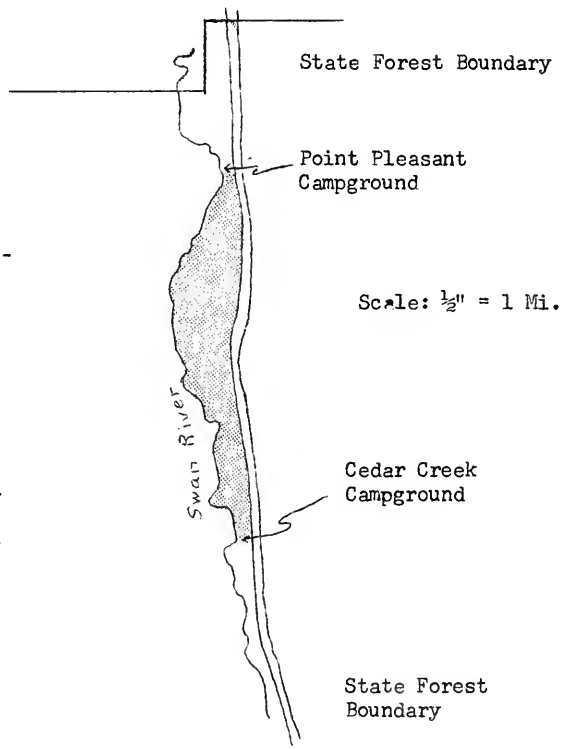
Specifications or Instructions:

Construct foot trails on east side of Swan River for fire and recreation. See Trail Construction Specifications. On approved locations.

Remarks:

Pending easements from Northern Pacific RR.

PROJECT MAP:



Reports Required:

Include on monthly narrative report to Kalispell District Forester.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - - -

PROJECT PLAN

Type: Trail Construction

Project No.: III-TC-2

Location or Descriptions:

Boundary of Youth Camp

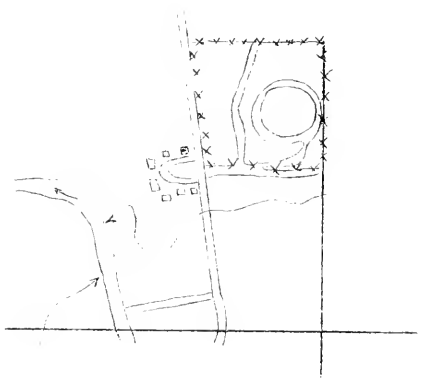
Specifications or Instructions:

Construct trails and blaze boundary lines of Youth Forest Camp. Install treated posts at corners as Youth Camp site. Refer to plat on file at Youth Forest Camp headquarters.

Remarks:

(None)

PROJECT MAP:



SE¼ Section 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Report completion in Monthly Narrative to Kalisepll District Forester.

Total Man-days:

- - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT PLAN

Type: Trail Construction

Project No.: III-TC-3

Location or Descriptions:

Mission Divide Trail, Sections 20, 29, 32, T24N - R18W; Sections 5, 9, 10 and 16, T23N - R18W

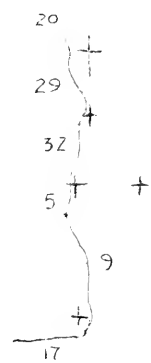
Specifications or Instructions:

Reconstruct Mission Divide Trail. See specifications for Trail Construction.

Remarks:

This trail has not been worked for many years and will take considerable work to bring up to standards.

PROJECT MAP:



Sections 20, 29, 32, T24N - R18W
Sections 5, 9, 10, 16, T23N - R18W

(Scale: ½"/mile)

Reports Required:

Note progress and completion in Monthly Narrative to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - -

Date: - - - - - - - - - - - - -

PROJECT PLAN

Type: Trail Construction

Project No.: III-TC-4

Location or Descriptions:

Sections 19, 20, 21, 22 and 23, T23N - R18W - South Fork of Woodward Trail.

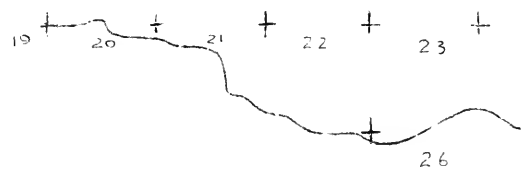
Specifications or Instructions:

Reconstruct 5 miles of trail South Fork of Woodward Cr. to Mission Divide on approved location marked by Forest Supervisor. See appropriate specifications for trail construction.

Remarks:

May need easements from U. S. Forest Service and Northern Pacific RR if any location is changed. Coordinate with Swan River State Forest Supervisor.

PROJECT MAP:



Sections 19, 20, 21, 22 and 23, T23N - R18W

(Scale: 3/4"/mile)

Reports Required:

Report progress on Monthly Narrative to Kalispell District Forester.

Total Man-days:

- - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - -

Date: - - - - - - - - - - - - -

PROJECT PLAN

Type: Trail Construction

Project No.: III-TC-5

Location or Descriptions:

Cilly Ridge Trail, Sections 3, 10, 11, 13, 14, 24, T24N - R17W

Specifications or Instructions:

Reconstruct the Cilly Ridge Trail, and construct a tie trail to end of Cilly Creek Sale road on approved location marked by Swan River State Forest Supervisor. See appropriate specifications for trail construction.

Remarks:

(None)

PROJECT MAP:

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - -

Sections 3, 10, 11, 13, 14, 24, T24N - R17W

(Scale: 1"/mile)

PROJECT PLAN

Type: Stand Improvement (Hand Thinning) Project No.: III - T - 1

Location or Descriptions:

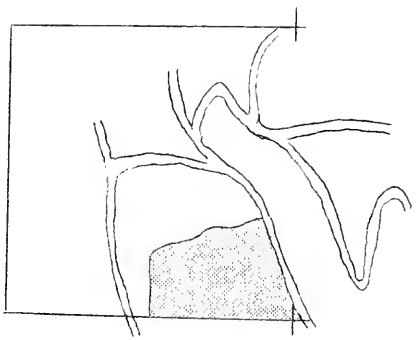
Section 3, T23N, R17W.

Specifications or Instructions:

Hand thin seedlings to 10 x 10 spacing when ground is wet in spring or fall. If hand pulling is not feasible then hand shears should be used. Area estimated to be 29 acres. See Thinning Specifications.

Remarks:

PROJECT MAP



NE¼ Section 3, T23N - R17W

(Scale: 4"/mile)

Reports Required:

Complete report and map of accomplishments and forward to F. M. Supervisor.

Total Man-days:

Date Project Completed:

Project Foreman:

Inspected by: ----------

Date: ----------

PROJECT PLAN

Type: Stand Improvement (Thinning)

Project No.: III - T - 2

Location or Descriptions:

Section 34, T24N, R17W.

Specifications or Instructions:

Refer to Thinning Specifications. Mark leave trees prior to thinning. Area estimated to be 19 acres.

Remarks:

This area can be worked when other areas become too inaccessible.

PROJECT MAP:

Reports Required:

Complete report and map of accomplishments and forward to F. M. Supervisor.

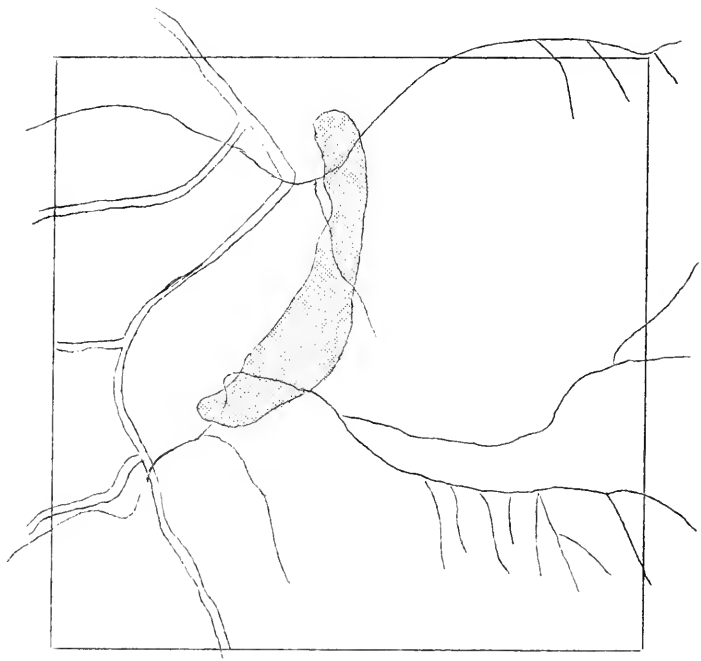
Total Man-days:

Date Project Completed:

Project Foreman:

Inspected by:

Date: ----------



Section 34, T24N - R17W

(Scale: 4"/mile)

PROJECT PLAN

Type: Stand Improvement (Thinning)

Project No.: III - T - 3

Location or Descriptions:

Section 16, T23N, R17W.

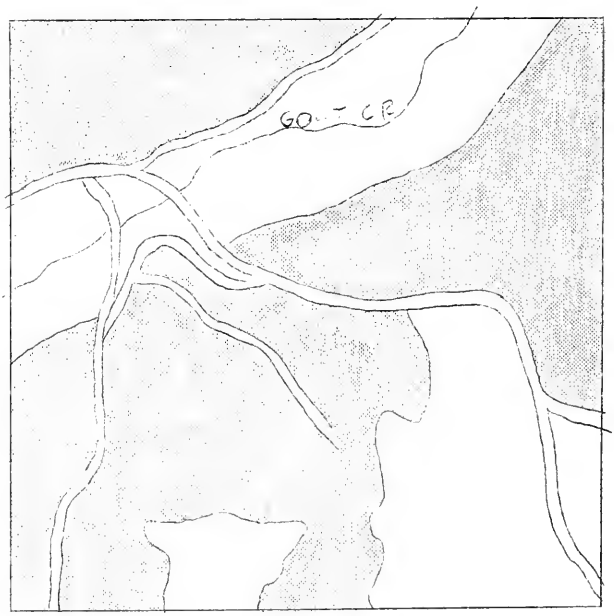
Specifications or Instructions:

Refer to Thinning Specifications. Mark leave trees ahead of thinning crew. Estimated to be 389 acres.

Remarks:

Cull tree and snag removal and spot thinning to be accomplished with paddle bow and straight bar chain saws. Remove old suppressed Douglas-fir and lodgepole residual from logging. This understory according to ACP-B-10 Specifications.

PROJECT MAP:



Section 16, T23N - R17W

(Scale: 4"/mile)

Reports Required:

Complete report and map of accomplishments and forward to F.M Supervisor.

Total Man-days:

Date Project Completed:

Project Foreman:

Inspected by:

Date: ----------

PROJECT PLAN

Type: Timber Stand Improvement (Thinning) Project No.: III - T - 4

Location or Descriptions:

Section 22, T23N, R17W.

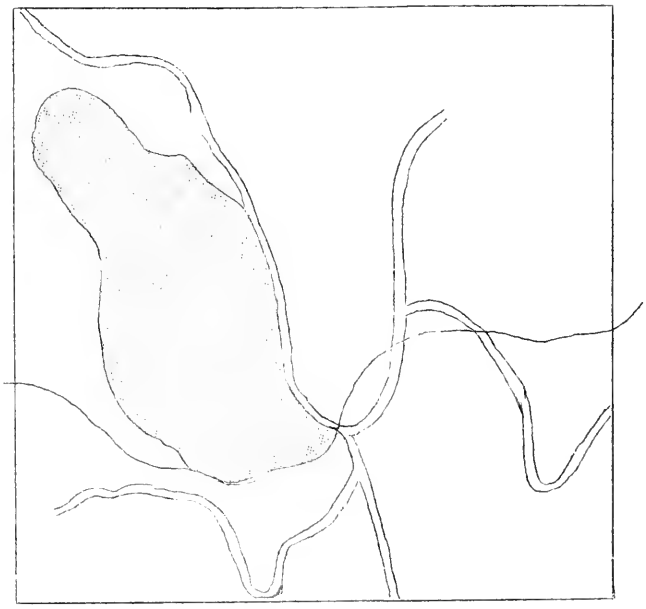
Specifications or Instructions:

Refer to Thinning Specifications. Mark leave trees prior to thinning. Area estimated to be 89 acres.

Remarks:

This thinning in larch-fir stand. This should be thinned on a two-stage basis. Thin to approximately 10 x 10 basis on initial thinning. Start Spring 1969

PROJECT MAP:



Section 22, T23N - R17W

(Scale: 4"/mile)

Reports Required:

Complete report and map of accomplishments and forward to F. M. Supervisor.

Total Man-days:

Date Project Completed:

Project Foreman:

Inspected by:

Date: ----------

PROJECT PLAN

Type: Stand Improvement (Thinning)

Project No.: III-T-5

Location or Descriptions:

Section 10, T23N, R18W.

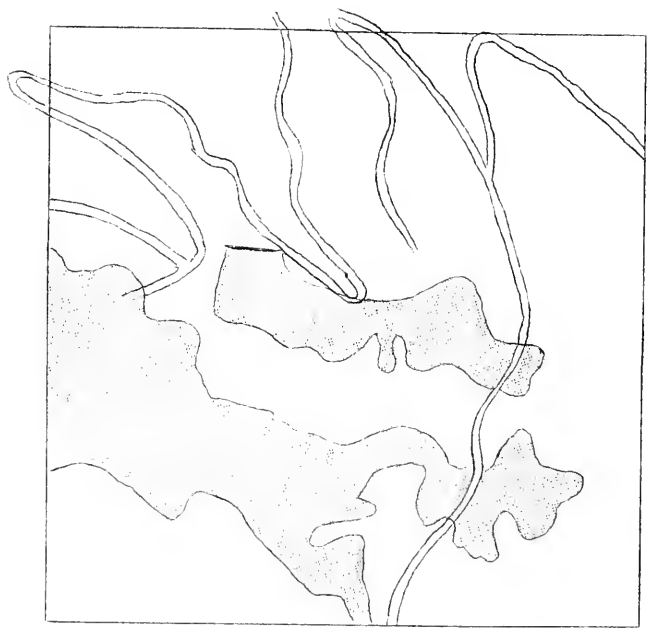
Specifications or Instructions:

Refer to Thinning Specifications. Area to be thinned estimated to be 152 acres.

Remarks:

There is considerable lodgepole post material that can be salvaged and sold. Summer 1969

PROJECT MAP:



Section 10, T23N-R18W

(Scale: 4"/mile)

Reports Required:

Complete report and map of accomplishments and forward to F. M. Supervisor.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _ _

PROJECT PLAN

Type: Stand Improvement (Thinning)

Project No.: III-T-6

Location or Descriptions:

Section 10, T23N, R17W.

Specifications or Instructions:

Refer to Thinning Specifications. Mark leave trees ahead of thinning crew. Area estimated to be 262 acres.

Remarks:

Cull tree removal and spot thinning to be accomplished with paddle bow and straight bar chain saws. Remove old suppressed Doug Fir less than 10" and all cull trees and snags. Thin understory according to ACP-B-10 Specifications.

PROJECT MAP

Reports Required:

Complete report and map of accomplishment and forward to F. M. Supervisor.

Total Man-days:

- - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - -

Date: - - - - - - - - - - - -

Section 10, T23N-R17W

(Scale: 4"/mile)

PROJECT PLAN

Type: Stand Improvement (Thinning)

Project No.: III-T-7

Location or Descriptions:

Section 4, T23N, R17W.

Specifications or Instructions:

Refer to Thinning Specifications. Mark leave trees ahead of thinning crew. Area estimated to be 553 acres.

Remarks:

Cull tree removal and spot thinning to be accomplished with paddle bow and/or straight bar chain saws. Remove old suppressed residual Doug Fir less than 10" DBH.

PROJECT MAP

Reports Required:

Complete report and map of accomplishment and forward to F. M. Supervisor.

Total Man-days:

- - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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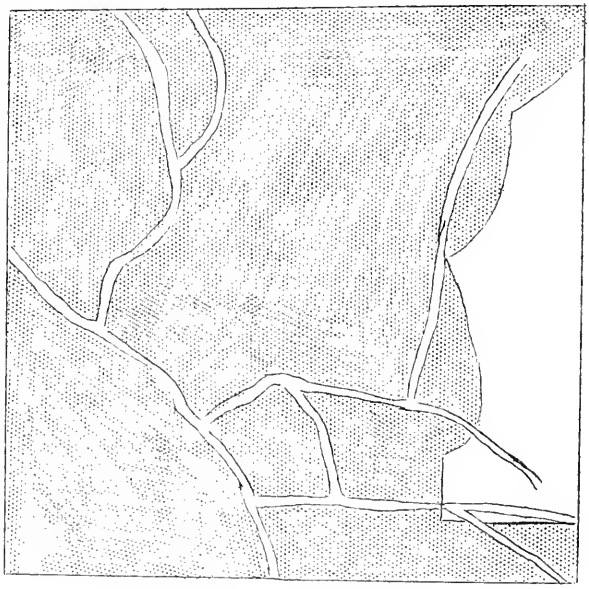
Inspected by: - - - - - - - - - -

Date: - - - - - - - - - - - -



Section 4, T23N-R17W

(Scale: 4"/mile)

PROJECT PLAN

Type: Helispot Construction

Project No.: III-H-1

Location or Descriptions:

NE¼ Section 3, T23N - R18W (Old Woodward Lookout)

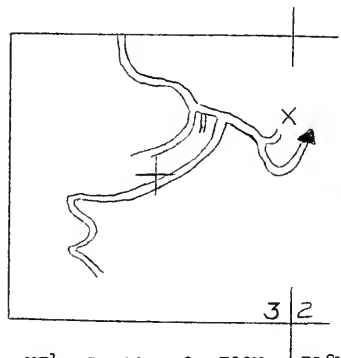
Specifications or Instructions:

Construct helispot at old Woodward Lookout. (See Helispot Specifications)

Remarks:

Will have to obtain approval from Northern Pacific RR as this section is theirs.

PROJECT MAP



NE¼, Section 3, T23N - R18W

(Scale: 2"/mile)

Reports Required:

Include in monthly narrative to Kalispell District Forester.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Helispot Construction

Project No.: III - H - 2

Location or Descriptions:

NE¼NE¼, Sec. 2, T23N - R17W, Napa Lookout

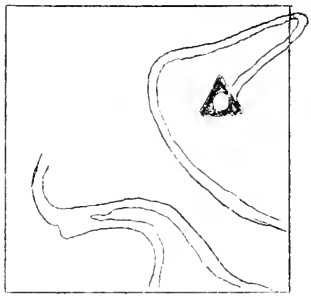
Specifications or Instructions:

Extend clearing on Napa helispot. (See Helispot Specifications)

Remarks:

Will need approval from U. S. Forest Service as this is U. S. Forest Service land.

PROJECT MAP:



NE¼, Section 2, T23N - R17W

(Scale: 4"/mile)

Reports Required:

Include in Monthly Narrative to Kalispell District Forester.

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - -

Date: - - - - - - - - - - - -

CARPENTRY AND BUILDING MAINTENANCE CREW

This crew will be composed of up to 6 men who will receive special training in carpentry tools and power tools such as the skill saw, drill, router and lettering guides. The identification and use of the various woods available for construction will be emphasized. They will also be taught proper painting and staining procedures.

Personnel selected for this crew should have some knowledge and experience with basic carpentry tools and an interest in building things as well as interest in the up-keep and repair of buildings and other facilities. A basic knowledge of mathematics is required so that the crewmen can be taught the procedures for measurement of items to be constructed. The foreman will normally provide close supervision, but when the enrollee's ability has been established, he may tackle certain tasks independently.

At least one member of this crew must be able to qualify for a Montana drivers license.

PROJECT SUMMARY:

Project No.	Description or Title	Applicable Quantity	Page No.
IV-S-1	Youth Camp Sign	1	122
IV-S-2	Boundary Signs	10	123
IV-S-3	Informational Sign (16-23-17)	1	124
IV-S-4	Informational Sign (22-23-17)	1	125
IV-S-5	Large Sign, Kalispell	1	126
IV-C-1	Special Box Construction	1	127
IV-C-2	Y C Bulletin Boards	50	128
IV-TB	Tool Boxes		129
IV-M-1	Maintenance Swan Station		130
IV-C-4	Peg Boards	3	137
IV-M-2	Reconstruct Chimneys	2	132
IV-S-6	Lot Signs - Beaver Lake	18	133
IV-S-7	Lot Signs - Echo Lake	41	134
IV-C-5	Cabinet, Kalispell	1	135

PROJECT SUMMARY (Cont.)

Project No.	Description or Title	Applicable Quantity	Page No.
IV-C-6	Cabinet, Kalispell	1	136
IV-C-7	Special Shipping Box	1	137
IV-S-8	Section Line Signs	100	138
IV-M-3	Building Maintenance (Cabin)		139
IV-C-8	Folding Screen - Plains Office	1	140
IV-C-9	Cabinet - Missoula	1	141
IV-S-9	Lot Signs, Landers Fork	50	142
IV-S-10	Lot Signs, Elbow Lake	29	143
IV-S-11	Lot Signs, Placid Lake	21	144
IV-S-12	Lot Signs, Rogers Lake	36	145
IV-SP-1	Bumper Logs - YFC		146
IV-M-4	Station Maintenance - Sperry Grade		147
IV-SP-1	Sidewalks - YFC		148
IV-CT	Campground Toilets	4+	149
IV-BB	Bulletin Boards		150
IV-F	Fireplaces	8+	151
IV-PT	Picnic Tables	4+	152
IV-C-14	Pickup Boxes		153
IV-S-13	Lot Signs - Seeley Lake	56	154
IV-C-15	Poster Boards	100	155
IV-SS	Small Signs		156

PROJECT PLAN

Type: Sign Construction

Project No.: IV - S - 1

Location or Descriptions:

Youth Forest Camp and Highway

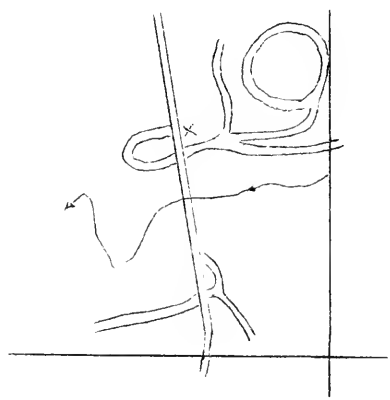
Specifications or Instructions:

Construct large sign, approximately 5' x 10', for Youth Forest Camp according to approved specifications.

Remarks:

See separate approved sketch.

PROJECT MAP:



SE¼, Section 18, T23N - R18W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - -

- - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - -

Inspected by: - - - - - - -

Date: - - - - - - - - - -

PROJECT PLAN

Type: Sign Construction

Project No.: IV - S - 2

Location or Descriptions:

Roads away from perimeter of Youth Forest Camp and boundary of Youth Forest Camp.

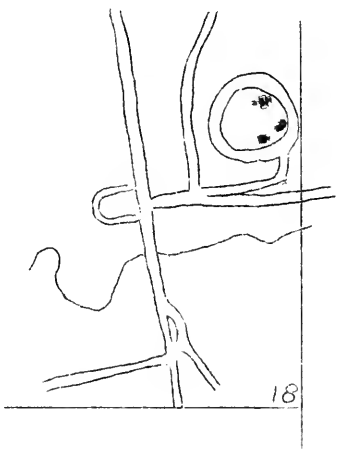
Specifications or Instructions:

Construct 10 signs prohibiting discharging of fire arms and hunting in Youth Forest Camp area. Signs to read "Warning, Youth Forest Camp area, hunting or discharging of firearms prohibited." Signs to be constructed accodring to sign specifications. Signs to be installed on treated posts around perimeter of camp. Also one sign to be placed on north boundary of camp on old county road.

Remarks:

See Sign extract of Administrative Manual. To be installed prior to September 1968.

PROJECT MAP:



SE¼, Section 18, T23N - R17W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - - -

- - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - -

Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT PLAN

Type: Sign Construction

Project No.: IV - S - 3

Location or Descriptions:

Special Management Area Sec. 16, T23N - R17W

Specifications or Instructions:

Construct and install large sign approximately 4' x 8' for Special Management Area, Section 16, T23N - R17W according to approved specifications.

Remarks:

See separate approved sketch.

PROJECT MAP:

Reports Required:

Monthly Narrative Report

Total Man-days:

- - - - - - - - - - - - - -

- - - - - - - - - - - - - -

Date Project Completed:

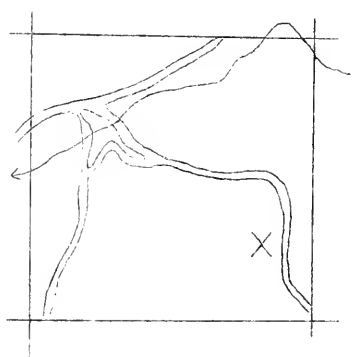
- - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - -

Inspected by: - - - - - - -

Date: - - - - - - - - -



Section 16, T23N, R17W

(Scale: 2"/mile)

PROJECT PLAN

Type: Sign Construction

Project No.: IV - S - 4

Location or Descriptions:

Construct large sign for location in Squeezer Creek, NW¼ Section 22, T23N - R17W (Squeezer Creek terracing)

Specifications or Instructions:

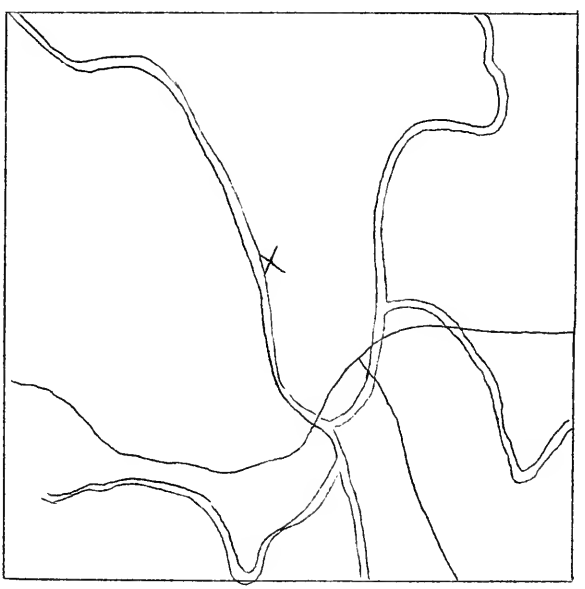
Planting signs to be constructed to approved specifications. (Large sign)

"Ponderosa pine plantation - planted by Boy Scout Explorer Post #102; Flathead Valley Community College Forestry class, 1968."

Remarks:

Complete sign and install at designated location.

PROJECT MAP:



Section 22, T23N - R17W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative

Total Man-days:

Date Project Completed:

Project Foreman:

Inspected by:

Date: ----------

PROJECT PLAN

Type: Sign Construction

Project No.: IV-S-5

Location or Descriptions:

For Kalispell S.C.S.

Specifications or Instructions:

Construct large sign, approximately 4' x 6' for Kalispell Soil Conservation Service office according to approved specifications.

Remarks:

Notify Kalispell District State Forester when ready.

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-C-1

Location or Descriptions:

Box Construction

Specifications or Instructions:

Construct special box for hose and pumper supplies to be installed on tanker truck stationed at Swan.

Remarks:

Coordinate with Swan River State Forest Supervisor.

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-C-2

Location or Descriptions:

Youth Forest Camp

Specifications or Instructions:

Construct 50 each Bulletin Boards 17" x 22" over all, with binder 3/4" x 2" larch.

Remarks:

Coordinate with Youth Camp Superintendent.

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - - - -

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Date Project Completed:

- - - - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - - - -

Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-TB

Locations or Descriptions:

Tool boxes

Specifications or Instructions:

Construct tool boxes, chain saw boxes and fire pump boxes according to specifications.

Remarks:

Boxes to be constructed upon approved requisitions.

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Maintenance (Station Buildings) Project No.: IV - M - 1

Location or Descriptions:

Swan River State Forest Headquarters, NE¼SE¼, Section 18, T23N - R18W

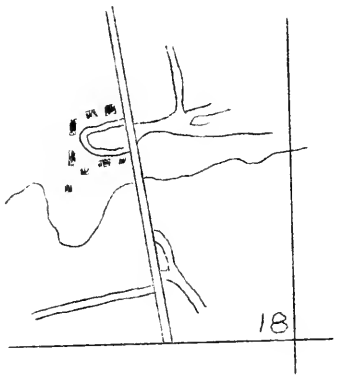
Specifications or Instructions:

Building maintenance at the Swan River State Forest Headquarters, as needed. Includes minor repairs, painting and cleaning.

Remarks:

Coordinate with Swan State Forest Supervisor.

PROJECT MAP:



SE¼, Section 18, T24N - R18W

(Scale: 4"/mile)

Reports Required:

Include in monthly narrative to Kalispell District State Forester.

Total Man-days:

Date Project Completed:

Project Foreman:

Inspected by: ----------

Date: ----------

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-C-4

Location or Descriptions:

For Kalispell Office

Specifications or Instructions:

Construct three pegboards as follows:

1) 72" x 29½
2) 64" x 48"
3) 34" x 58"

Remarks:

None

PROJECT MAP:

(Not Appropriate)

Reports Required:

None

Total Man-days:

- - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Building Maintenance

Location or Descriptions:

Stillwater and Swan Stations.

Specifications or Instructions:

Construct new chimneys in:

a) Stillwater Residence
b) Swan bunkhouse

Remarks:

Joe Lawrence to be foreman for this project.

PROJECT MAP:

(Not appropriate)

Reports Required:

Monthly Narrative

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Sign Construction

Project No.: IV-S-6

Location or Descriptions:

Beaver Lake homesites.

Specifications or Instructions:

Lot number signs constructed to small sign specifications. Lots numbered 1 to 18.

Remarks:

See sign extract of Administrative Manual. (See spearate plat for lot locations).

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Sign Construction

Project No.: IV-S-7

Location or Descriptions:

Echo Lake Cabin Site Area.

Specifications or Instructions:

Lot number signs constructed to small sign specifications. Lots numbered 1 through 41.

Remarks:

See sign extract of Administrative Manual. (See attached sheet for lot locations).

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-C-5

Location or Descriptions:

For Kalispell Office

Specifications or Instructions:

Construct special cabinet to be located under stairway finished with paneling and provide map storage space.

Remarks:

Send to Kalispell Office when complete.

PROJECT MAP:

(Not Appropriate)

Reports Required:

None

Total Man-days:

- - - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-C-6

Location or Descriptions:

For Kalispell Office

Specifications or Instructions:

Construct a cabinet 14" x 36" to hold coffee pots, cups, etc.

Remarks:

Send to Kalispell Office when complete. Approx. Starting Date: August 1968.

PROJECT MAP:

(Not appropriate)

Reports Required:

None

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-C-7

Location or Descriptions:

For department-wide use.

Specifications or Instructions:

Construct special shipping box for Smokey Bear costume according to plan.

Remarks:

Send to Missoula Office when complete.

PROJECT MAP:

(Not appropriate)

Reports Required:

Monthly Narrative

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Sign Construction

Project No.: IV-S-8

Location or Descriptions:

Section Line Markers

Specifications or Instructions:

Construct 100 each Section line markers 1 5/8" thick, 11 5/8" x 14", routed with white "X" and Office of State Forester sign symbol, stained Mission Brown.

Remarks:

Send to Kalispell Office when complete.

PROJECT MAP:

(Not appropriate)

Reports Required:

None

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Building Maintenance

Project No.: IV-M-3

Location or Descriptions:

Swan Station Cabin

Specifications or Instructions:

Install siding on cabin porch, pour new concrete floor in old porch and a 4' x 6' slab in front of door. Remove old chimney and build cupboard in the space it occupied.

Remarks:

Purchase of material to have prior approval.

PROJECT MAP:

(Not appropriate)

Reports Required:

Monthly Narrative

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-C-8

Location or Descriptions:

For Plains Office

Specifications or Instructions:

Construct folding screen 6' x 6' of pegboard and celotex. (3 each 24" leaves)

Remarks:

Send to Plains (via Missoula District Office)

PROJECT MAP:

(Not Appropriate)

Reports Required:

Monthly Narrative

Total Man-days:

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- - - - - - - - - - - - - - - - - -

Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-C-9

Location or Descriptions:

For Missoula Office.

Specifications or Instructions:

Construct storage shipping cabinet for Cooperative Forest Fire Prevention and other prevention printed material 24" deep, 48" wide and 78" high.

Remarks:

(See separate sketch)

PROJECT MAP:

(Not Appropriate)

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Sign Construction

Project No.: IV-S-9

Location or Descriptions:

Landers Fork Recreation Area.

Specifications or Instructions:

Lot number signs constructed to small sign specifications. Lots numbered 1 to 50.

Remarks:

See sign extract of Administrative Manual. (See spearate plat for lot locations) Notify Missoula District State Forester when ready.

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Sign Construction

Project No.: IV-S-10

Location or Descriptions:

Elbow Lake

Specifications or Instructions:

Lot number signs constructed to small sign specifications. Lots numbered 1 to 29.

Remarks:

See sign extract of Administrative Manual. (See separate plat for lot locations) Notify Missoula District State Forester when ready.

PROJECT MAP:

(Not applicable)

Reports Required:

Monthly Narrative

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Sign Construction

Project No.: IV - S - 11

Location or Descriptions:

Placid Lake Recreation Area.

Specifications or Instructions:

Lot number signs constructed to small sign specifications. Lots numbered 1 to 11 and 1 to 10.

Remarks:

See sign extract of Administrative Manual. (See separate plat for lot locations) Notify Missoula District State Forester when ready.

PROJECT MAP

Reports Required:

Monthly Narrative (Not Applicable)

Total Man-days:

Date Project Completed:

Project Foreman:

Inspected by: ----------

Date: ----------

PROJECT PLAN

Type: Sign Construction

Project No.: IV - S - 12

Location or Descriptions:

Rogers Lake

Specifications or Instructions:

Lot number signs constructed to small sign specifications. Lots numbered 1 to 36.

Remarks:

See sign extract of Administrative Manual. (See separate plat for lot locations)

PROJECT MAP:

Reports Required:

Monthly Narrative

Total Man-days: (not applicable)

Date Project Completed:

Project Foreman:

Inspected by: ----------

Date: ----------

PROJECT PLAN

Type: (Special Project)

Project No.: IV-SP-1

Location or Descriptions:

Bumper logs to be installed at Youth Forest Camp.

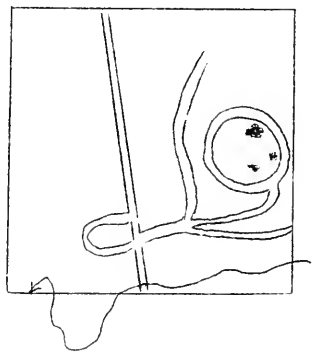
Specifications or Instructions:

Construct bumper log barrier dividing lawns and parking area on location as directed by Youth Forest Camp superintendent. Logs should be of peeled land poles minimum diameter - 10" logs to be mortised onto larch posts set in ground every 8'. Top of bumper log not to exceed 18". Larch posts to be same diameter as bumper logs. Posts to be Penta treated.

Remarks:

Bumper logs to be stained color designated by Youth Forest Camp Superintendent.

PROJECT MAP:



SE¼, Sec. 18, T23N - R17W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative

Total Man days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT PLAN

Type: Maintenance (Station)

Project No.: IV-H-4

Location or Descriptions:

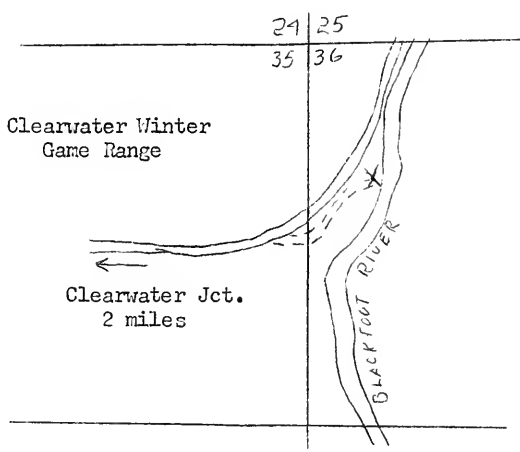
Sperry Grade Headquarters

Specifications or Instructions: Re-side and paint Sperry Grade Warehouse.

Remarks:

Coordinate with Missoula District State Forester

PROJECT MAP



W½ Sec. 36, T15N - R14W

(Scale 2 3/4"=1 mile)

Reports Required:

Report progress on Monthly Narrative to Kalispell District State Forester.

Total Man-days:

- - - - - - - - - - - - - - - - -

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - -

Date: - - - - - - - - - - - -

PROJECT PLAN

Type: (Special Project)

Project No.: IV-SP-2

Location or Descriptions:

Sidewalks to connect all buildings, Youth Forest Camp.

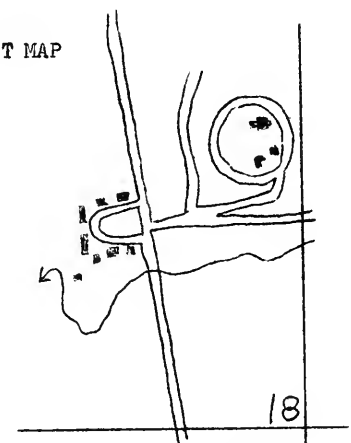
Specifications or Instructions:

Construct sidewalks 5' wide to correct buildings on location as designated by Youth Forest Camp superintendent. Sidewalks to be constructed 6" deep. If pit run gravel is used for aggregate, use 6 sacks cement per yard of concrete. Top of sidewalk to be 2" above ground elevation. Ground's sidewalk trench should be well tamped.

Remarks:

- See Youth Forest Camp Superintendent for details of location etc.

PROJECT MAP



SE¼, Sec. 18, T23N - R17W

(Scale: 4"/mile)

Reports Required:

Monthly Narrative

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - - - - - -

Date: - - - - - - - - - - - - - -

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-CT

Location or Descriptions: Campground toilets for Soup Creek and Cedar Creek Campgrounds.

Specifications or Instructions:

Single pit toilets to be constructed according to specifications. (Estimate four needed this F. Y.)

Remarks:

Exact location of installation pending approved campground plan.

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - -

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Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - - -

PROJECT MAP:

(Not appropriate)

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-BB

Location or Descriptions: Various size Bulletin Boards for various locations.

Specifications or Instructions:

Bulletin Boards are built to size requested. They are made from ½" Celotex, bound with 5/4 clear pine strip, 2" wide, plowed to let Celotex fit flush with binder. Corners are cut on 45° angle.

Remarks:

Construct upon approved requisition.

Reports Required:

Monthly Narrative

Total Man-days:

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Date Project Completed:

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Project Foreman:

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Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT MAP:

(Not appropriate)

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-F

Location or Descriptions: Fireplaces

Specifications or Instructions:

Prefab concrete and iron grate components for 8 fireplaces to be installed at Cedar Creek Campground and Youth Forest Camp picnic area according to specifications. See Fireplace specifications. More to be requested as needed.

Remarks:

Exact location of installation pending approval of campground plan.

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - -

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Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - -

Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT MAP:

(Not appropriate)

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-PT

Location or Descriptions: Picnic tables

Specifications or Instructions:

Construct heavy plank picnic tables according to specifications for installation on location according to plan for Cedar Creek Campground. (Plan to be submitted for approval at later date.) (Estimated quantity - 4) More to be requested as needed.

Remarks:

Rout sign symbol on each seat. Tables to be stained Mission Brown.

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - -

Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT MAP:

(Not appropriate)

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-C-14

Location or Descriptions: Pickup boxes

Specifications or Instructions:

See Specifications.

Remarks:

To be constructed on approved requisitions.

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - -

Inspected by: _ _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _

PROJECT MAP:

(Not appropriate)

PROJECT PLAN

Type: Sign Construction

Project No.: IV-S-13

Location or Descriptions: Seeley Lake outlet east and west shores.

Specifications or Instructions:

Lot number signs constructed to small sign specifications. Lots numbered 1 to 32 and 1 to 24.

Remarks:

See sign extract of Administrative Manual. (See separate plat for lot locations) Notify Missoula District State Forester when ready.

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - -

Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT MAP:

(Not appropriate)

PROJECT PLAN

Type: Carpenter Shop

Project No.: IV-C-15

Location or Descriptions: Cooperative Forest Fire Prevention (Smokey Bear) Poster Boards.

Specifications or Instructions:

Construct fire prevention poster boards according to specifications. Stain green. See details in Specifications.

Remarks:

Approximately 100 needed now. More to be constructed when requested on approved requisitions.

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - -

Inspected by: _ _ _ _ _ _ _ _

Date: _ _ _ _ _ _ _ _ _ _

PROJECT MAP:

(Not appropriate)

PROJECT PLAN

Type: Small Sign Construction

Project No.: IV-SS

Location or Descriptions: Small signs for various locations.

Specifications or Instructions:

Directional and informational signs to be constructed according to SMALL SIGN specifications. See "SIGNS" extract of Administrative Manual.

Remarks:

Quantity and wording as requested on approved requisitions.

Reports Required:

Monthly Narrative

Total Man-days:

- - - - - - - - - - - - - - - -

- - - - - - - - - - - - - - - -

Date Project Completed:

- - - - - - - - - - - - - - - -

Project Foreman:

- - - - - - - - - - - - - - - -

Inspected by: - - - - - - - -

Date: - - - - - - - - - -

PROJECT MAP:

(Not appropriate)

CLERICAL CREW

The Clerical Crew will consist of two men who will receive specialized training in communications including the use of radio, telephone and written messages. They will also be trained in preparing and maintaining reports, filing, office procedures and office maintenance.

Personnel selected for this crew should be concerned with personal appearance. They should be mentally alert and have an interest in business management and demonstrate the ability to remember and give importance to small details. Emphasis in selection of this crew should be to those who have had some training in typing and other business courses in their high school training. This crew at times will work with a minimum of supervision or independently, and must demonstrate ability to display initiative and undertake responsibility. These personnel will frequently meet the public and should present a pleasing, cooperative, helpful attitude.

At least one member of this crew should be able to qualify for a Montana dirvers license.

CLERICAL CREW

YOUTH FOREST CAMP WORK PROGRAM

THIS IS THE JOB LOAD OF CLERICAL CREW AT THE SWAN STATE FOREST

A. ADMINISTRATION:

1. Refer to the General Administrative Tasks (applicable to all divisions/districts/functions/positions) listed in front of the OSF Work Plan. In addition, certain details are elaborated in the Administrative Manual, Objectives and Policy Manual, etc. Specific details for this job appear in the Fire Control Guidelines, Hazard Reduction and Management Guidelines, Guides to Administration of State-owned lands, and other current plans.

2. Assist in the preparation and maintenance of required records for forest activities.

3. Answer telephone and radio, relaying messages according to established procedures.

4. Summarize daily Youth Camp project reports and tabulate periodic total as directed by Chief Youth Camp Forester.

B. NORMAL PRODUCTION PROJECTS:

1. Assist in the preparation and transmittal of the following reports as scheduled:

   a) Vehicle Report. (Weekly)
   b) Time Report. (Monthly)
   c) Per Diem Claim. (Monthly)
   d) Application for Annual Leave. (See Administrative Manual)
   e) Progress Reports. (Slash and Title IV Monthly)
   f) Temporary payroll. (15th of month)
   g) Meal Record (15yh of month w/payroll)
   h) Other special reports. (As scheduled)

2. Assist in preparation of recommendations on projects to be included in the Annual Work Plan. (EDC 1 February)

3. Process Equipment Rental Agreements for hired dozers. (fire & slash)

4. Prepare Weekend Travel Authorizations to all temporary forest personnel as directed.

5. Assist in the preparation and submission of timely newspaper articles to various papers.

6. Check the Civil Defense monitoring sets every 2 months for operational conditions. Restock the sets with new batteries each year.

7. Assist in the preparation and submission of plans for the current year's prescribed burning. (EDC 15 July)

8. Assist in the preparation and submission of updating revisions for the Swan 2"/mile map with requisition for black and white copies. (EDC 1 April)

9. Assist in the preparation and submission of an annual road maintenance plan for the Swan Unit including the estimated costs of completion for individual road sections. (EDC 15 April)

(Fire Prevention)

10. Post location of sign boards on a single ½"/mile scale map as placed by Landscape Crew.

11. Assist in the presentation of a fire prevention message at the grade schools within the Swan Unit, in accordance with written agreement with adjacent protection agencies, and distribute current CFFP material. The following schools should be contacted:

a) Deer Park
b) Swan River
c) Mountain Brook
d) Echo
e) Creston
f) Fairview
g) Lake Blaine

(EDC 20 May)

12. Keep a supply of appropriate current CFFP and other OSF informational literature accessible to station visitors.

13. Assist on the preparation of an article concerning burning permits to the newspapers at Columbia Falls (Hungry Horse News), and Kalispell (Daily Inter-Lake) (The News). This article should point out the necessity for a burning permit during the fire season and the procedure for obtaining one from the respective fire protection agencies. (EDC 1 May and 1 June)

(Presuppression)

14. Assist in the reporting of all annual ownership changes or other corrections within the established protection district (BU & SW) for revision of the fire protection listings. (EDC 1 June)

15. Maintain contact with the daily prevention guard patrol in the Bigfork Unit during periods of high fire danger.

16. Maintain a "Base Station and Dispatcher's Daily Log and Diary" at the Swan Station according to instructions issued with the log book.

17. Post the fine fuel spread index and the buildup index daily on Form 7R1-5120-30. A separate chart will be kept for the BU and SW, portions. Forward this information to District Office. (1 May - 30 September)

18. Maintain a ½"/mile scale map of the Swan Unit on celotex to be used as a fire occurrence reference map: Pin code to be as prescribed.

19. Prepare current manpower and equipment cards with information on all suppression cooperators. (EDC 1 May)

20. Participate in fire training schools as scheduled.

21. Assist in the presentation of one-half hour safety subject and a two hour fire protection training topic weekly.

22. Assist in the exchange manpower and equipment information with the BIA - Dixon, MMFA, and the U.S.F.S., Condon and Bigfork. Submit one copy to District State Forester and Fire Protection Supervisor.

(Suppression)

23. Keep Kalispell Office informed as to the status of all fires, as directed by Swan State Forest Supervisor.

24. Follow established procedure for record keeping so that, if requested, a critique or review of any fire can be conducted.

25. Assist in the submission of information on all Class C or larger fires, during the suppression action to the news media.

26. Assist in the preparation of fire reports (Form FC-10) with fire-cost analysis data for each fire. These reports are to be submitted no later than 2 days after final mop-up.

(Timber Management)

27. Assist in the preparation of Timber Sales as scheduled and special sales as assigned.

28. Assist in the preparation of sale inspection reports.

29. Assist in the audit of scale tickets, scale reports. Account for scale tickets and truck tickets for missing loads and tickets.

30. Assist in preparation of productivity survey reports.

31. Assist with Christmas tree permits, inspections, tree counts and tree summary. (EDC 31 December)

32. Assist in the preparation of reports of timber damaged by catastrophy to the District State Forester. Includes blowdown, insect infestations, and fire killed.

(Special Uses)

33. Assist in the preparation of inspection reports on expiring Land Use Authorizations.

34. Assist in the preparation investigations of right-of-way applications as they are received.

35. Forward the applications for Special Uses, as directed by Swan State Forest Supervisor.

C. NEW PRODUCTION PROJECTS:

None

D. SPECIAL PRODUCTION PROJECTS:

1. Assist in the preparation of waterproof instructions for the operation of the 750 gallon GMC tanker and post inside the pump door. (EDC 15 June 1968)

2. Assist in the preparation of a 2"/mile scale map of the protection unit showing the tanker water filling stations now usable, and any proposed additional locations. (Copy to Fire Protection Supervisor) (EDC 1 September 1968)

E. MAINTENANCE:

1. Assist in the security of State property assigned including buildings, theft or damage to immediate supervisor and/or civil authorities as indicated.

2. Perform all necessary normal day-to-day maintenance of vehicles, equipment, building, facilities, as assigned by the Swan River State Forest Supervisor.

3. Assist in the safety checks on all vehicles using Form #255.46. (EDC 1 April)

4. Assist in the preparation and maintenance of a Daily Equipment Report form for each fire protection vehicle in service and carry this card in the vehicle book. (1 May to 30 September)

5. Assist in the starting and driving of each vehicle at least once a month, weather permitting.

6. Prepare a vehicle inventory card for each vehicle, carry it with the vehicle book and keep inventory current daily. (EDC 15 May)